

015890

First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Jeanne	Neylon					
Gwen	Mugliston					
Grant	Burger					
Joel	Hoffmann					
Mary Dea	Johnston					
Michael	Bedrosian					
H. Austin	Hall					
Carol	Morotti-Meeker					
SAMUEL	MASSAFRA					
Elaine	Swavely					
Edmund	Good					
Patrick	Bair, Esq.					
Matthew	Booth					
DICK	BRESKI					
Matthew	Jacobs					
John	Katz					
Kayly	Newcomer					
Nichole	Proctor					
Kathleen	Shannon-Brown					
Beverly	Stickley					
Carolyn	Torrance					
David	Vogelsang					
S. Craighead	Alexander					
Hilary	Mislan					
Barbara	Benamy					
Mona	Cardell					
Mary	Coyne					
Carolyn	Dengler					
Samuel	Wernick					
Alan	Mende					
Walter	Gray					
Donald	Webber					
Mark	Hofreiter					
william	elwood					
Lisa	Caine					
Geoffrey	West					
Russ	Allen					
Benjamin	Dickstein					
Joan	DICKSTEIN					
Monica	Frolander-Ulf					
Elsa Russell	Lichtenberg					
Roy	Wetterholt					
Mary Ann	Ahearn					
Melanie	Freaney					
Linda	Gagliardi					
Linda	Stevens					
Mary	Toleno					
David	Kannerstein					
Matt	Schwartz					
Leonard	Buxton					
Eugene	Aleci					
Michele	Glick					
K	Schrum					
John	Wolff					
Barry	Freidly					
michael	reed					

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First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
June	Ulkoski					
Robert	McMahon					
Krail	Brooks					
Scott	Gettle					
John	Harvey					
John	Wieczorek					
Delane	Branson					
Susan	DeSerio					
Richard	Plummer					
Max	Prejean					
Dee	Casteel					
John	Hunter					
Donna	Ryan					
Elizabeth G	Atterbury					
Kenneth	Flinchbaugh					
Constance	Woerner					
Barbara	Silverstein					
Vivian	Israel					
michael	rhoads					
steven	willow					
Lillian	Reynolds					
Julia	Johns					
Mildred	Aalvarez					
pauline	wagner					
Hydalker	Amaral					
Jim	Ludovici					
Helen	Santiago					
Dave	Posmontier					
Robert	Warms					
Sandra	Whipple					
suzanne	weimer					
VIRGINIA	HARDEN					
Cheri	Ross					
Leslie	Patrick					
Perry	Gower					
gloriana	Sewell					
Rodney	Weaver					
Jane	Beck					
Allen	Janis					
Kay	Gering					
Mary	Hrenda					
Joyce	Durkin					
Maura	Cowan					
Sarah	Ruden					
millie	kraus					
SUSANNA	REILLY					
Judith	Shirk					
W. Joshua	Opdyke					
Richard	Shaw					
Debra	Troy					
William	Patterson					
claire	Iudlow					
Derek and Am	Stedman					
Elizabeth	Munger					
Alta	Dezort					
Virginia	Craciun					

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First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Patricia	Tresnan					
Richard	Stokes					
Erinn	Peters					
E	Smith					
denise	webb					
Cynthia	Muzzy					
David	Bolesta					
Dr. Richard	Feldsher					
Etta	Winigrad					
Nicole	Curtis					
Dave	King					
Maria	Gardner					
Nancy S.	Keenan					
scott	faigen					
Andrea	Moslen					
Lois	Perelman					
Francesca	Alvarado					
fairlee	gamble					
Linda	Saunders					
B	Soltis					
Kim	Alegant					
Les	Anders					
Elizabeth	Archer					
Patrick	Arkins					
Jennifer	August					
N	Benson					
Pamela	Blazick					
Raymond	Boyd					
Barbara	Brigham					
Saul	Broudy					
Carole	Brown					
Peter	Brown					
Peter J.	Buxton					
Stephen	Capanna					
Jane	Century					
Teresa	Chamberlain					
Deborah	Cole					
Rosemary	Colson					
Kenneth	Cooper					
Elaine	Coughlin					
cecilia	dee					
Michael	Duffy					
Daniel	Flaumenhaft					
Charmian	Foster					
Marcia	Gever					
Jacqueline	Grant					
Ann	Greene					
Eric	Hadley					
margaret	hager					
Dyresha	Harris					
christian	hartleben					
Peter	Hecht					
C	Hinton					
Victoria	Hodge					
Susan	Jackson					
Herbert	Jeschke					

First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Mark	Jordan					
C	Koch					
Theodore	Lieverman					
Susan	Madrak					
rande	mandelblatt					
Patricia	McGrath					
Rhonda	Minyard					
Peter	O'Connell					
Chris	Paliani					
Dan	Piser					
Ted	Raizen					
Lon'e	Reed					
Phillip	Reitz					
Robert	Robertson					
Edwin	Rupert					
Lorraine	Ryan					
Joan	Sage					
Eric	Salsburg					
john	sappington					
Hop	Sears					
Evalyn F.	Segal					
Millton	Shapiro					
milton	shapiro					
John	Shirley					
David	Snyder					
Laura	Sorscher					
Mitchell	Struble					
Eric	Tars					
Lisa	Torrieri					
patti	ventura					
Edmund	Weisberg					
Wendy	Wells					
Barbara	Wilcox					
edward	zakrewski					
Adam	Zion					
Michael	Zuckerman					
Jill	Gleeson					
Jean	Wiant					
Stephen	Haines					
Virgil	Watson Jr					
Judith	Andersen					
Susan and Da	Katz					
Bonita	Allen					
Ronald	Balassanian					
Karen	Battaglia					
D.	Bietler					
Carolyn	Biglow					
Suzanne	Broughton					
Patricia	Butterfield					
Jean	Dermott					
Renee	Dolney					
Carola	Edwards					
Nick	Edwards					
John	Eliou					
Amy	Evans					
Winifred	Feise					

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First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Teresa	Foley					
Ivan	Frank					
Audrey	Glickman					
Stephen	Greene					
John	Greeno					
Alexandra	Gruskos					
Ann S	Harris					
Mahnaz	Harrison					
Richard	Headley					
Robert	Heath					
Barbara	Hyde					
Charles	Jacobs					
Robert	Jantsch					
Melvin	Krall					
David	Krumpe					
Shelly	Lukon					
mick	lydon					
Kelly	Lynch					
Terence	Marcelle					
Carole	Markus					
Stacy	Mates					
Gillian	Meieran					
Ronald	Miller					
Jonathan	Nadle					
Herbert	Needleman					
Paul	Outon					
Sara	Patterson					
Katherine	Patterson Neely					
Tim	Pearce					
Carmen A	Perez					
Douglas	Philips					
Frances	Prus					
Jo	Recht					
Joan	Schwartzman					
Janet	Seltman					
Mel	Siegel					
Steven	Silverman					
David	Simon					
Matthew	Streeter					
robert	svitek					
Jonathon	Swiderski					
Caroline	Tibbetts					
Theodore	Towns					
Jana	Vogt					
Amy	Williams					
Duane	Williams					
Laura	Willumsen					
Melanie	Wirtz					
.Maria	Wood					
sam	adams					
Helen	Tamarin					
Barbara	Zimmerman					
Danna	Cornick					
Joseph	Gribbin					
Joseph	Roberts					
Summer	Trout					

First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
dan	fetterman					
Patricia	Freeman					
Michael	Ladson					
Karen	Fox					
Eli	Nordstrom					
Kenneth	Paules					
Lisa	Altman					
Eric	Freeman					
Sharon	Murray					
Arnold	Gessel					
Judith	Voet					
Doug	Herrschaft					
William	Hart					
Tammy	Hart					
Ernie	Peacock					
Barbara L.	Heider					
Kenneth M.	Burkett					
George	Seman					
Lisa	Wetherby					
Robert	Lebec					
Richard	Bronk					
Ron	Sgrignuoli					
Irma	Lasky					
Frances	Cassanto					
William	Broadwater					
marsha	clink					
Daniel	Danehy					
Carol	Gold					
Anne	Mycek					
Carla	Olsen					
Elinor	Serotkin					
Julian	Shuchter					
JoAnn	Vender					
Shari	Walczak					
Edward	Walker					
Don	Waltman					
Natasha	Dastur					
Nicholas	Kerstetter					
Steven	Patterson					
Walter	Englander					
Alison	Masterpasqua					
Edward	Thornton					
Lynn	Holden					
Irvin	Smith					
Alfreda	Rodgers					
joe	freach					
Richard	Terry					
Barbara	Reel					
Jordan	Rhoat					
B.	Ross					
Gerald	Harrison					
Kevin	Koller					
Mary	Houghton					
Jodi	Kaye					
Shari	Sames					
jack	kirkwood					

First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Ron	Keeney					
Lyle	Horn					
Theresa	Kaplan					
Nancy	Fischer					
Michael	Hoffberg					
Marion	Murray					
Mary Ann	Douglass					
Wendy	Kaufman					
William	Buffam					
Lisa	Daly					
Mary E.	Ellison					
frederick	gander					
John	Garzia					
Christopher	Roell					
Chris	Gebert					
Aminda	Baird					
Garry M	Doll					
Lee	Livingston					
Nick	Lerman					
William	Casey					
David	Bursky					
Louise	Evans					
Marilyn	Maurer					
Nancy	Rovin					
susan	thomas					
Cynthia	Jimenez					
Steven	May					
Peter	Bonny Jr.					
Sandra	Gordon					
David	Gotwald IV					
Anne	Owen					
Kirk	Ramble					
Krishna	Sanka					
Edward	Waxman					
Loretta	Russ					
Erika	Ingato					
Paul	Kesler					
Virginia	Newlin					
Yudit	Ferdinandy					
Michael	McCall					
Jane	Brubaker					
Loren	Zimmermann					
Janice	Sartini					
Lynn	Grenier					
Cheryl	Bammer					
Michael	Budd					
Paul	Craven					
Thomas	Silva					
Harry	Sherzer					
Roger	Kelly					
Ty	Reay					
Peter	Nightingale					
Todd	Vander Does					
Dan	Callahan					
Sally	Hanchett					
Roy	Hilbinger					

First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Susan	Wells					
Mark	Conley					
Edmund	Thomas					
Kerri	Thomas					
Aaron	Wade					
Sean	McKernan					
Ben	Keller					
Annette	Lawing					
Dorcas	Baker					
Charles	Feldman					
Ronald E.	Frustaglia					
Jennifer	Gage					
Cynthia	Garcia Coll					
miguel	glatzer					
Matthew	Harvey					
Mark	Luciano					
Louis	Nielsen					
mason	perkins					
Charlotte	Rose					
Mary	Barbosa					
Myra	Kimball					
Mariana	Borgos					
lisa	kahn					
GAIL	MATHEWS					
Ellen	Moore					
M	FERRARA					
Gail	Murray					
Lorraine	Day					
Mary Ellen	Richardson					
Margaret	Franklin					
Roberta	Hopkins					
Joe	Chamberlain					
Katherine	Lang					
Lisa	Rentz					
William	Rentz					
Norman	Shotz					
Mary	Crivellone					
Julia	Frugoli					
Stuart	Silvers					
linda	kalinowski					
Burton	Callicott					
Sally	Crawford					
Skylar	Curtis					
James	Davidson					
alice	guess					
susan	lyons					
Judith	Sawyer					
William	Stewart					
Mary	Woods					
Judith	Yost					
betsy	lawson					
dave	casey					
Samuel	Douglas					
Ivey	Emanuel					
Kathy	Finger					
ed	harter					



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First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
John	Hartz					
Al	Rich					
Al	Rich					
Sandra	Tucker					
Anita	Garrett					
Gloria	Bonali					
J.B.	Coleman					
Jeannine	Coleman					
Virginia	Bartter					
Sam F.	Broughton, Ph. D.					
Beverly	Moore	1011 Eastman Drive				
Carolyn	Hankins					
Rita	Lang					
Cheryl	Taylor					
Robert	Gonick					
Sue	Lawrick					
Lorie	Hawkins					
Dianna	Bennett					
Charles	Zapiec					
Chuck	Zapiec					
william	davis					
Thomas	Smith					
Shelia	Crawford					
nancy and les	larsen					
Jane	Bryant					
Wilfred	Lyon					
Stephanie	Snyder					
Ken	Plants					
Kelli	Sheftic					
Suzanne	Black					
Diane	Briner					
Joi	Cantrell					
Larry	Stafford					
Andrew	McCraw					
Stephanie	Smith					
Clayton	Seufert					
Dorothy	Wright					
Rose	Dixon					
Royal	Elmendorf					
Susan	Smith					
Billy and Loret	Bryant					
Elizabeth R.	Every					
yvonne	harron					
Nancy	Hayward					
Gavin	Sams					
Nancy	Simmons					
Erin	Morgan					
Martha	Murphy					
Richard A	Smith					
Michael	Tolley					
Andrew	Preston	1011 Eastman Drive				
Melinda	Lee					
Caroline	Stricks					
Janet	Brown					
Steven	Miller					
Chris & Floren	Molle					

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State ZIP

First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
julie	johnson					
Timothy	Dalton					
Jerry	Bloomer					
Julie	Turner					
Jeannine	Reynolds					
kevin	killer					
Alan	Brockway					
Dorothy	Brockway					
Adel	Heriba					
Julie	Wells Volimas					
Marv	Anderson					
Kevin	Brady					
Caitlin	Collier					
Veronica	Shriver					
Kevin	Brown					
Norma	Cartwright					
Donald	Richie					
Janice	Richie					
James	Jones					
Thelma	Kidd					
susan	rost					
Rickey	Westbrooks					
Raul	Fernandez					
Mary	Hunter					
Susan	lorio					
Caralu	Martin					
Marjorie	Pasch					
Martha	Salter					
Duane	Boehm					
Kim	Boehm					
J.	Lareau					
Earle	Lovering					
JOyce	Dick					
Jennifer	Neff					
George	Furman					
Kimberly	Griffin					
Amy	Silberberg					
Janine	Straussner					
Peggy	Watts					
Marcia	Beahm					
Elizabeth	Witt					
Amy	Probst					
Robin	Byrne					
pat	buchanan					
Abbey	Coady					
Melany	Klinck					
Larry	Wineland					
janice	Boone					
George	Browder					
Teresa	Rhodes					
Sharon	Shaffer					
Robert	Hill					
Lillian	Wade					
David	Thometz					
Kevin	Bartels					
Maryanna	Clarke					

First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Michael	Nabors					
Cecily	Letendre					
Susan	Rabasca					
Pamela	Gordon					
Ann	Ewing					
Ronald	Baisden					
Jared	Story					
Cynthia	Guest					
Frank	Hillman					
Elizabeth	McConnell					
Jason	Spears					
Jeannie	Martens					
Julia	Benson					
Joan	grim					
Doug	Hanson					
Susan	Hoyle					
Dennie	Kelley					
Susan	Key					
michael	kirk					
Erin	McLean					
Logan	Mulford					
Amy	Neff					
Dora	Pedraza					
michael	raff					
Harwoo	Schaffer					
Kevin	Young					
John	Yust					
Minda	Lillie					
Terrie Colleen	Hampton					
Joyce	Smith					
Robert	Knowles					
joan	twiggs					
Deborah	Canale					
Rickie	Hammond					
James	Splane					
Becky	Watkins					
Dorothy	Weber					
Arshad	Ameen					
Rebecca	Beaman					
Vincent	Carr					
Brenda	Fleming					
Janice	Frazier-Scott					
Daniel	Herbst					
James	Howard					
Donna	Isaac					
Eileen	Knoblock					
David	Lyon					
Alanna	Stewart					
Bruce	Stewat					
Rebecca	Terrell					
Deb	Barnes					
Sherry	Perry					
Perry	Ogletree					
Robert	Berg					
jocelyne	bezzi					

First Name	Last Name	Address Line 1	Address Line 2	City	State	Zip
Van	Cain				01590	1
Mark	Casias					
Hazel	Cassel					
Mary	Clarke					
joseph	cushing					
Harris	Deere					
Kent	Dyer					
Susan	Earl					
Jonathan	Ertelt					
Jesse	Farnham					
Jesse	Gore					
Joe	Gross					
Jennifer	Gunn					
Jane	Hardy					
Laurence	Helfer					
martin	holsinger					
Bill	Hopkins					
Richard	Kaletka					
Lars	Lindeberg					
James	Martin					
dawn	oberg					
Gerry	Peters					
Holly	Quick					
Eric	Schechter					
Phil	Schoggen					
Doc	Singles					
Mark	Soileau					
J.	Steinberg					
Betty	Stewart					
tom	thacker					
Jeffrey	Tickle					
Tony	Watt					
Carter	Witt					
George	Youngkins					
Kimberly	Hudson					
Val	Alexander					
Beth	Meyer					
Stella	Schramm					
Melana	Heinss Martel					
Stephen	Moser					
Mark	Heald					
Ruth	Peeples					
Glenda	Walker					
Brenda	Hanwright					
John	Meyers					
Kathy	Backlund					
Maxine	Chamberlin					
Helen	Stapleton					
Connie	Dunn					
Kathleen	Spillane					
Jean	Hendrick					
Katherine	Hegemann					
Paul	Suddath					
Paul	Holloway					
don	law					
Bernie	Zelazny					

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First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Barbara	Loggins					
frank	christian					
Ramona	Coleman					
Paula	Cox					
Sandra	Douglass					
Jo Ann	Duman					
Susan	Horn					
frank	kennedy					
Rowena	Montgomery					
David	Morrissey					
judy	rochester					
john	thomas					
KAREN	ABOUSSIE					
aubrie	aldrige					
Deuce	Artemis					
andrea	avendano					
Jeanne	Breckinridge					
Meca	Broadway					
Frederick and	Buob					
Anne	Burnham					
Elizabeth	Carls					
Randy	Case					
Tom	Chamberlain					
Jennie	Chao					
Tara	Combs					
Mary L.	Comer					
Kathy	Coons					
Beth	Cox					
Eva	Cox					
Adam	Davidson					
Karen	Denton					
John	Dial					
Steve	Donie					
Bright	Dornblaser					
Kathy	Duke					
Fiona	Essa					
Dr & Mrs T.W.	Estes					
Alan Todd	Evans					
Milton	Feder					
Bill and Charlo	Flynn					
J. Michele	Freemon					
JOANN	FRIES					
Christopher	Frye					
Don	Gardon					
Erin	Garrison					
Sharon	Gillespie					
John	Gonzalez					
Mark	Green					
Jimmy	Hall					
m l	harris					
mi	harris					
Adrienne	Haschke					
Paula	Haschke					
Jimmy	Holloway					
Mary Anne	Hoskins					
Kathleen	House					

First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Randy	House					
Paul	Jarvis					
David	Kendrick					
Morgan	Knicely					
John	Laing					
Jerell	Lambert					
Martha	Levine					
steven	lucas					
Susan	Luton					
Katie	Mahoney					
Katie	Mahoney					
Ron	Malott					
Martha	Maria-Louisa					
Brian	Martinez					
Alysson	Mayer					
Eve	McFarland					
Carrie	Miller					
Lauren	Moiarty					
Paul	Mollenhauer					
Mary	Morrison					
Bettie	Naylor					
Marjorie	Neuhoff					
Pam	Niedermayer					
Linda	Norelli					
Gerald	Norman					
Clint	O'Connor					
Catherine	O'Neill					
Lisa	Orr					
Julia	Penn					
kay	pils					
David	Plourde					
Chris	Pomeroy					
Brook	Randal					
Cyrus	Reed					
Hamilton	Richards					
Shannon	Rierson					
Gerard	Roche					
Paul	Roeber					
Howard	Rogers					
James	Rubarth-Lay					
Bob	Russell					
Jack	Safarick Jr					
Carol	Saint-Clair					
Marilyn	Schramm					
Glenn	Schuetz					
Paul	Schulz-Behrend					
Dale	Schumacher					
Dorinda	Scott					
Darren	Shea					
Jim	Simons					
Tom	Small					
Jan	Soifer					
Randy	Southers					
Julie	Spruce					
Rhiannon	Starr					
William	Stone					

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First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Sandi	Stringer					
Cecilia	Strout					
james	talbot					
Tim	Taylor					
David	Thornberry					
Harper	Vinkemulder					
Robert	Wright					
Daniel	Zmud					
Jane Leathern	Van Praag					
Mark	Clark					
Bev	Donley					
Gerald	Maloney					
Joyce	Powell					
Linda Steen	Norris					
Lisa	Donnelly					
Bob	Goode					
Paula	Brennecke					
Paul	Cardwell					
Donna	Laubhan					
Cheri	Johnson					
Donna	Garrison					
Emily	Alpert					
Ruben	Garcia					
Richard	Allen					
Arthur	Hobbs					
Margene	McAden					
Kedren	Sitton					
Bradley	Kopp					
Terrence	Tutchings					
scott	mozisek					
Debra	Smith					
Jacqueline	Carter					
Wesson	Gaige					
Susan	Pritchard					
Dennis	Green					
Jennifer	McNeill					
Carlene	Steel					
Ann	Surles					
James	Surles					
Tony	Surles					
Ed	Theiss					
william	sibley					
MARTHA	MOORE					
Howard	Adams					
Herbert	Maier					
Patricia	Lambert					
Perry	Jefferies					
Michael	Eagleton					
Katie	Kaufman					
Radia	Amari					
Rodolfo	Arredondo					
pam	askew					
David	Bartley					
K. Jane	Beaver					
Virginia	Benson					

First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Alexandra	Bonifield					
Richard	clegg					
Ed	Cloutman					
Edward	cloutman					
Susie	Cox					
K	DANOWSKI					
Harryette	Ehrhardt					
Robert	Finkelstein					
Marion	Flores					
Louis	Forrai					
Norma	Forrai					
Dora	Gerken					
eric	hagen					
Madeleine	Hervey					
mindy	huie					
Richard	James					
B. W.	Jaster					
Jess	Jessen					
Ellen	Johnson					
Elizabeth	Julian					
Mavis	Knight					
lisa	luna					
Thomas	Manaugh					
Rebecca	Martin					
Cathy	Mathia					
Joe	Mathia					
David	McPeek					
Erika	Mehta					
DR. T. RANDA	MOCK, M.D.					
Melissa	Morgan					
Deborah	Murphy					
Horace	Murray					
Rosann	Naim					
Cheryl	Owen					
Sanders	Phillips					
Mary	Potter					
David	Pryor					
Dawn	Roberts					
Jolyn	Robichaux					
Anita	Schuessler					
Charmaine	Simpson					
John	Soiset					
Carolyn	Sortor					
Mike	Stanfill					
Frank	Stegall					
Ann	Sutton					
Christopher	Trice					
Donna	Turman					
Stephanie	Vess					
Liz	Wally					
Liz	Wally					
Mary	Warren					
Jeffery	Weber					
Elizabeth	Whitfill					
William	Williams					
MaryAnn	Dark					



First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Jerry	Bass					
Judi	Bass					
Mende	Snodgress					
Carol	Scally					
Martha	Clark					
Alex	DeCicco					
Kristina	Kuntz					
Adam	Silva					
Shwanda	Bausley					
Waller	Collie					
Richard	Jones					
jennifer	bass					
Martha	Bowen					
Celeste	Wright					
Vicki	Tillman					
Jorge	Arrieta					
Jesse	Fields					
Beth	Longnecker					
Rachel	Murphree					
Jordan	Pakaki					
Leticia	Rdoriguez					
Oscar	Ronquillo					
Bruce	Ainsworth					
Jo	Pierce					
ROBERT	STREBECK					
Matilda	Perkins					
Lorene	Kilbreath					
John	Drevicky					
Danny	Scott					
Marion	Medwedeff					
Anna	Fisher					
Michael	Giarraputo					
Shirley	Lawless					
Kathy	Bryant					
ron	geida					
Carol	Goossen					
Grayson	Harper					
Sharon	Heldenbrand					
Roxanne	Hughes					
Geoffrey	Tait					
Sheila	Tiner					
Edward	Werth					
oscar	willhite					
Martha	Zinn					
Susan	Baker					
Greg	Bard					
Kathryn	Young					
Steven	Gailes					
katherine	bongfeldt					
Kevin	Stohlman					
David	Watson					
Gerriana	Koeniger					
William & Elea	Carman					
Eileen	Gigler					
AnnMarie	Wilson					
gene	chorostecki					

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First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Sherry	Dana					
Micky	Shearon					
Zelda	Wilson					
Marilyn	Love					
Thomas	Love					
Rick	Simmons					
Richard	Gambrell					
Becky	Porcari					
Robert	Russell					
dale	helward					
Sarah	Merrill					
Gina	de Miranda					
Andrea	Alfred					
Priscilla	Atwood					
Margot	Backus					
F. Raymond	Balch					
Anne	Barton-Veenkan					
Janet	Barwell					
Larry	Brantley					
Ruth	Brodsky					
Donna	Bryant					
Donna	Burrows					
Pat	Cantwell					
Steven	Catanich					
jane	cherry					
Samuel	Chism					
Linda	Chubb					
Edmund	Cogburn					
Paul	Colby					
Hannah	Decker	2004 Hill				
Jeff	Dravis					
Richard	Evans					
Jerome	Fenske					
Elaine	Fischer					
Delaina	Foster					
Terri	Frederick					
Anjellea	gamble					
Isabelle	Ganz					
Wilbur	Gay					
Lisa	Goetz					
Bert	Golding					
Teri	Greene					
Phyllis	Greenspan					
Nancy	Hampton					
Brian	Hardin					
Deanna	Harner					
Don	Harris					
Jeremy	Hart					
Andrea	Haschke					
William	Haschke					
David	Hay					
Hollis	Hibbert					
ed	jackson					
jody	johnson					
John	Jones					
barbara	kelly					

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First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Joyce	Kuhlman					
Frances	Leland					
Harold	Levine					
Abbie	Lipschutz					
Abe	Lipschutz					
Lindsay	Long					
Carol	Lucas					
Nita	Macha					
Beverly	MacNaughton					
Michael	Martin					
Bonnie	McMillian					
Mark	Medwedeff					
Ada	Murphy					
Sherri	Oliver					
John	Palmer					
Catharine	Perry					
Larry	Peterfy					
Barry	Pitts					
Suzanne	Powell					
Mary	Raffetto					
Colin	Riley					
Kerryn	Rodriguez					
Sue	Rosenzweig					
Sally	Russ					
Iupe	salinas					
Sally	Sanders					
Barbara	Settle					
Caroline	Spear					
John K.	Spear					
Peter	Stempien					
MARCIA	STERLING					
DANIEL	Strba					
D	Surber					
Jim	Thompson					
Jim	Thompson					
Marcia	Tibbets					
Mike	Vance					
Marie Sophia	Vassilakidis					
susan	vogelfang					
Jennifer	Ware					
Carol	Wehrman					
Joe	Wilson					
Gary	Yokie					
Edwin	Young					
Terry	Bush					
Larry	Hosek					
Rick	Adams					
Timothy	Carmichael					
Deborah	Decker					
Jeff	Hunt					
Scott	Walters					
Jasmine	Wolfe					
Robert	Sullivan					
Afaq	Durrani					
Emma	Squires					
Keith	Turner					

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First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Sandra	Lawrence					
Ray	Bruni					
JOHN	NUNNALLY					
Karen	Menke					
Sheryl	Tatroe					
Rick	Benavidez					
Jim	Swayze					
peter	womack					
Tara	Womack					
D.	Woodward					
John	Teeter					
Janet	Zampieri					
William	Brogden					
mary	johnns					
Krisd	Hall					
Cissy	Khan					
Thomas	Northcutt					
Barbara	Campbell					
Jane	Gilbert					
Gene and Dor	Peters					
Shirley	Smith					
Denise	Calhoun					
Richard	Crider					
Virginia	Downs					
Margaret	Durham					
Sabrina	Eckles					
Judith	Fullingim					
Joseph	Harlin					
Mike	Homer					
Ricky	Jenkins					
N M	Koenig					
Lessye	DeMoss					
Mike	Green					
Ken	Haney					
Charles	Dixon					
Rael	Nidess, M.D.					
Luis	Garza					
Ana Lucia	Hallman					
Ann	Jordan					
Jerrold	Jordan					
Nelda	Cox					
Donald	Leach					
Ana	Martin					
James	Nauls					
Micki	Schnitzer					
Kay	Lucas					
Minelle	Paloff					
Elizabeth I.	Aden					
Chris	Sullivan					
Marites	Pinon					
Steve	Slagle					
Pam	Waugh-Wagone					
B. L.	Melton					
Lorraine	Gibson					
Jeff	Dee					

First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Gwen	Bollinger					
Carol Anne	Gordon					
Terry	Heislen					
patricia	johnson					
Patrick	M					
Debbie	Magness					
Charles	Radke					
Linda	Zoblotsky					
M.	Du Mont					
Barbara	Dailey					
Lance	Drager					
Candia	Thew					
hugh	harris					
phung	harris					
Deon	Studdard					
don	young					
Jerome	Coffield					
Laray	Johnson					
Jane	Jones					
Ron	Hepler					
Leroy R. & He	Hieger					
Lajos	Molnar					
c	munter					
Harriet	Horton					
KC	Curry					
Joe	Jacobo					
Erica	Anthony-Benavi					
Cynthia	Baker					
Ona	Boland					
Mary	Bradshaw					
mr. sheridan	britt					
Laura	Burt					
Rochelle	Cohen-Sagi					
Michele	Dalbis-Robledo					
Arthur	Darien Jr					
Felipe	de la Garza					
Steven	Descant					
Tim	Duda					
Yolette	Garces					
Bryan	Gerard					
Anna	Gray					
Peni	Griffin					
RICHARD	JONES					
Steven G.	Kellman					
Gena	Nadeau					
Mariana	Ornelas					
Stephen	Ortman					
David	Present					
Marge	Present					
Judy	Ranney					
EDWARD	REID					
charlotte	reyna					
David S	Rubin					
Jean M.	Tradup					
Arthur	Valdez					

First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Michael	Huston					
Betsy	Singleton					
Charles	Waugh					
Dave	Waugh					
Jenny	thomas					
Dave	Billingsley					
Lucille	Horne					
Lang	Coleman					
Charlene	Arndt					
Tom	Perkins					
Sandra	Abmayr					
D.	Bateman					
William	Hauser					
Peter	Paul					
Steven	Jennings					
S. E.	Williams					
William	Cowan					
Julie	Ruelle					
Terry	Cowan					
Patty	Langford					
Carol	Killen					
rhonda	varsane					
Christy	Landriault					
David	Landriault					
Sharon	Stratman					
Michael	Cupp					
Karl	Siebert					
Trent	Wasilenko					
Jeanne	Brantingham					
C. Milton	Luminais					
Homer	Payne					
Terrie	Williams					
Donald	Oliver					
Sissy	Riffin					
Dominik	Young					
Jim	Bush					
Jim	Bush					
Esther	Newman					
Nancy	Henninger					
Jerry R.	Gutshall					
Linda	Taylor					
Dan	Wilkes					
Jane	Hargis					
anthony	nobles					
Dawn	Shepler					
Harold	Kenamer					
Dawn	Newcomer					
Sean	Walton					
ann	thomas					
David	Bolsover					
Karen	Wegner					
sharzad	Bumpus					
sharzad	Bumpus					
David N	Cox					
Lisa	Ladd					
Cathy	Mc Crystal					

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First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Marilyn	Dinger					
Becky	Canning					
Paula	Davis					
Jeffrey	Kuhn					
Jon	Hager					
Anita	Catron					
Byron	Davis					
Larry	Dean					
Brian	Ellison					
Kathryn	Horvat					
David	Ivey					
Linda G.	Johnson					
Janice	Mathews					
Susan	Mullins					
James	Thompson					
Roger	vanFrank					
Jennifer	Whitlock					
eric	collings					
Carol	Davis					
Amy	Dwyer					
Janee	Gillette					
Elana	Maurin					
alex	merkley					
Michele	Miller					
Richard	Spotts					
John	Steiner					
Nancy	Bostick-Ebbert					
Jule	Caylor					
Sarah	Lanzman					
Nora	Butterfield					
Alice	Armstrong					
Michael	Bauer					
Michelle	Burleson					
Priscilla	Chism					
April	Crews					
michael	deninger					
Ardith	Dentzer					
John Arnold	Edelman					
Margaret	Edelmann					
Thomas	Fina					
Jena	Gilka					
Tom	Griffin					
Melinda	Hardin					
Max	Harris					
Dana	Holmes					
S.	Jahangeer					
Laura	Johnston					
Michael	Mayes					
Christopher	McFarlane					
Dennis	McGee					
Gabriel	Melendez					
Barbara	Murray					
A.J.	O'Brien					
Sarah	O'Neal					
William	Phillippe					
Stephen	Post					

First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Amelia	Runyon					
Elizabeth	Sammons					
Barbara	Slinker					
Edward	Smith					
Marianne	Smith					
Marianne	Smmith					
Arina	van Breda					
Christopher	Witkowski					
Melinda	Richards					
Sheryl	Grimes					
Elizabeth	Gross					
Kurt	Bersani					
Rich	Bolotin					
Mark	Bousquet					
Julia	Carabillo					
Rowland	Cross					
Mary	Detweiler					
Hugh	Eckert					
Erik	Ehudin					
Hilary	Foster					
chet	hepburn					
Eleanor	Kibrick					
David	Roth					
Leonardo	Sarli					
Dena	Shorago					
Wendy	Sittner					
Warren	Spaeth					
Sharon	Steen					
Anu	Thakrar					
Kate	Viggiano					
Mathia	Cecarelli					
Margaret	Breslau					
Gavin	Faulkner					
Lucy	Goldberg					
Mary Ann	Hansen					
Geoffrey	Knobl					
Michael	Lawless					
Gabriel	McVey					
Linda	Plaut					
Richard	Shryock					
Wendy	Crannage					
Terry	Hartnett					
Lamonte	John					
Hatley	Morison					
Sharon	Blodinger					
Carol	Chowdry					
Brendan	Ferreri-Hanberry					
Clint	Foster					
Lee	Freudberg					
Rachael	Gallup					
Heather	Higgins					
Sophia	Hughes					
Scott	Johnsen					
Ken	Kuttler					
Karen	Lilley					
allan	mccoy					



First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Russ	Naranjo					
Janet	Newkirk					
Sallie	Park					
Gerard	Redpath					
K'ai	Smith					
Jen	Sorensen					
Jo	Stanley					
Alice	Turner					
Mark	Usry					
Hans	VONBRIESEN					
Jesse Lynnae	Braxton					
Jim	Fee					
evelyn	Proctor					
Madolyn	Hayne					
J anet	Sullivan					
ilse	jorgensen					
Steve	Lack					
Sandi	McCreesh					
Mary Jane	McCoy					
Manuel M.	Ortega					
Birgit	Campana					
Pamela	Harms					
Emmett	Robinson					
Serelda	Elliot					
Frederick W.	Moncrief					
Linda	Moncrief					
Elaine	Murray					
Christina	Wulf					
Karen	Cantor					
Mary	Ferral					
Elaine	OMalley					
Sean	Sinclair					
Kristen	Smith					
STEPHEN	SPITZ					
Melissa	Thaxton					
Duane	Benton					
Diane	Giessler					
Judy	Nye					
David	Sower					
Veronica	DeLuze					
E. Christie	Johns					
Wendy	Ebersberger					
Patricia	Wilson					
D. Kathleen	Keller					
Harvey	Summers					
Montgomery	Canfield					
Zenon	Slawinski					
Paul	Fiscella					
Barbara	Gardner					
James	Stiff					
John	Bungard					
SHARAN	HILL					
David	McCracken					
Kevin	Walker					
Mary	Weadon					
Richard	Lent					

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First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Marcella	Shaver					
Robert	Winsor					
Charles H	Beardsley					
Laura	Khouvongsavan					
Bonnie	Bernstein					
Joe	Crosbie					
Sheila	Clark					
Lisa	Lewis					
James	Bolton					
John	Marsh					
Sidney	Evans					
David	Rizzo					
Frank	Williams					
Wendy	Jaccard					
Jeremiah ("Jer	Nelson					
Larry	Rhodes					
Suzanne	Konefal					
Denise	Miller					
Jenny	Stevens					
Larry	Maxwell					
Helen	Renqvist					
Sherley	Redding					
Paul	Kelly					
Rosemary	Ruddell					
Jacquie	Hoggard					
Judith	Coleman					
leslie	levin					
David	Murphy					
Patricia	Murray					
Brent	Ramey					
Anne	Rawley					
Elbert	Rouse					
Meredith	Smith					
Donna	Webb					
Ryan	Cunningham					
Shana	Singerman					
Edward	Cardaci					
John	Hildreth					
Louise	Mann					
Eric	Mens					
Terry	Danaher					
Darla	Bray					
John	Cave					
Tanya	Cowperthwaite					
Brian	McConville					
Fernando	Morales					
Carol	Orth					
Nancy	Purks					
Barbara	Sproull					
David	Sproull					
Elizabeth	Walter-Echols					
James	Bennett					
Carol	Coukos					
Cathleen	Davis					
Joyce	Davis					
Rodney	Dyer					

First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Jerome	Gorman					
Roxanne	Grossman					
Lois	Jones					
Roger	Kern					
Joan	Kovatch					
Margaret	Sterling					
Catherine	Stivers					
George	Watkins					
Diana G.	Westbrook					
ARMAND	ROMAN					
s	winston					
Stuart	Greene					
Gary	Harris					
Chuck	Simpson					
Marvin & Rosa	Witbeck					
Martha	Brown					
John	Fulton					
Margaret	Becker					
Emily	Fischer					
Linda	Mulligan					
Kevin	Nguyen					
Hue	Pham					
Michael	Starr					
Alan	Cook					
Michael	King					
Glen	Bayless					
Amy	McLaughlin					
Bonnie	Winterstine					
Linda	Redhair					
Laura	Davis					
Laurie	Neitzke					
Eric	Grejda					
Harriet	Hirsch					
Carl	Harvey					
Tom	Harvey					
Mariellen	Hagy					
Linda	Swanson					
Philip	Cobb					
John	Burton					
Gail	McRae					
David	Shantz					
Robert	Gendron					
Mary	Jackson					
Christopher	Williams					
Ronald	Evry					
Duncan	Plancon					
Russell	Nadel					
Carol	Ballou					
marcy	Tanger					
Susan	Beal					
Barbara	Wynroth					
Frank	Lornitzo					
Alice	Leeds					
Dorothy	Coe de Hernand					
Erhard	Mahnke					
Jeannine	Mercure					

First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Karen	Mueller-Harder					
Emily	Ferris					
Valerie	Graham					
Charlie	Crocker					
S. Christopher	Jacobs					
Michael	Wells					
Susan	Houle					
Carol	Morrison					
Taylor	Williams					
Sherry	Mahady					
Don	Cooney					
Richard	Perry					
Patricia	Wiesel					
David	Williams					
Rosemary	Moser					
Ami	Wennar					
Nancy	Diaferio					
Peter	Sills					
Nanette	Gilmour					
Thia	Artemis					
Ran3dy	b					
Jeffrey	Dworkin					
Michael	Sucher					
Shawn	MacKENZIE					
Selma	Milchen					
sharon	racusin					
Michael O.	Hermann, Esq.					
Joshua	Halberg					
Alexandra	Thayer					
Bara	MacNeill					
Rick	Klein					
Robert	New					
Margery	Vagt					
Roy	Snell					
Donna	Reback					
Harold	Bradeen					
Jonathan	Draudt					
Abbott	Wright					
Phyllis	Donovan					
creighton	smith					
Dorothea	Brauer					
Beth	Gutwin					
A	Long					
Robert	Rohr					
Elaine	Curry-Smithson					
Gene	Derig					
Marilyn W	Derig					
Terry	Ebersole					
Roddy	Erickson					
Eugene	Kiver					
Wendy	Martin					
Gail	Nicolls					
Richard	Nicolls					
Jocelyn	Palmer-Perry					
Howard	Pellett					
joan	propst					

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First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Sandi	Randle					
EVE	STAATZ					
James	Taylor					
Patricia	Wood					
Patrick	Blakely					
Paul	Hander					
Anita	Richard					
Malcolm	Moore					
Julie Ann	Dakin					
gary	felder					
David	Kaplan					
Michele	Molnaire					
sally	morgan					
George	Prater					
Martha	Sucher					
Terry	Scott					
Susan	Allen					
Marcia	Crosetto					
Eudora	Delo					
Nancy	Ellingham					
Susan	Graham					
Marie	Gunn					
Brian	Kaehler					
Wendy	Kaehler					
Alita	Kiaer					
Roger	Larson					
Don	Marsh					
Pedro	Salgado					
Ellen	Stone					
Bruce	Walti					
Lynn	Allen					
Janey	Bennett					
Benita	Bowen					
ANN	BRINITZER					
Debbie	Cantrell					
DorothyJ.	Clement					
Sharon	Crozier					
Robert	Deckert					
Jeffry	Fitzsimmons					
Dr. Vince and	Foster					
Deja	Hanson					
Margaret	Jacobson					
Daniel	Larner					
David & Judith	Laws					
Victoria Dale	McKinnon					
Ann	Merchant					
Pamela	Miller					
Katherine	Ross					
jessica	roth					
Stephen	Schuck					
Garrett	Smith					
Mary	Somerville					
Jeffrey	Lazenby					
Marcus	Kamp					
Kathleen	Harper					
Bill	Helton					

First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Tim	McGraw					
David	Stetler					
Lisa	Winters					
Nancy H.	Wagner					
Carol	Duby					
Franklin	Eventoff					
Steve	Hoffman					
Charles	Nafziger					
Andrea	Pike					
Scot	Hearl					
chris	wilson					
Robert	Edgar					
Wilton M.	Whisler					
Brian	Levin					
Stephen and A	Osborn					
Margaret	Smart					
Robert	Smart					
Leah	Coiteux					
Melody	Good					
corinne	mcwilliams					
Barbara	Prete					
Max	Rader					
Marilyn	Strong					
Jerry	Mattoon					
Piero	Cantieni					
Julia	Glover					
Donald	Johnston					
Robert + Julia	Kenny + Glover					
Cindy	Weeks					
Jerry	Wennstrom					
Helena	Lucker					
Eileen	Burns					
Robbie	Lobell					
Kathleen	Schwarz					
Nadine	Rankin					
PHYLLIS	WILLIAMS					
Karin	Overbeck					
Joe	Wilson					
Greg	Jackson					
Jennifer	Shepherd					
Francie	Greth-Peto					
Kate	Jewell					
Frank and Jan	Loudin					
Dixie	Walter					
Steve	Wilson					
Donna	Becker					
Patricia	Garrison					
Martha A.	Pitts					
James	Cline					
Jim	Pritchard					
Fran	Christie					
Judy	DuPree					
Leonard	DuPree					
Jenny	Garden					
Myrna	Overstreet					
Janet	Piele					

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First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Ken	White					
Karen Hedwig	Backman					
Mark	Hinton					
Rod	Irwin					
Dakoda	Wendfeldt					
Howard	Williamson					
Steph	Farber					
Martha	Longstaffe					
Dr. Jeffrey Paul	LaGasse M.D.					
Jacqueline	Milligan					
Cynthia	Trenshaw					
Michael	Doolittle					
Eileen	Drath					
Sandy	Rabinowitz					
Naomi	Berkowitz					
Glenn	Lytle					
Thor	Mathiason					
Marilyn	Garner					
Lynn	Waddington					
Mary	Atkinson					
Dart and Jean	Davis					
James and Je	Davis					
Cathryn	Baillie					
Jack & Bertha	Crich					
Denise	Jones					
Emmett	Michie					
DJ	Sisolak					
Rik	Reynolds					
John	Bryan					
Teresa	Bryan					
Barbara	Deane					
Jayne	Ryan					
Marcella	Fancey					
John	Tyra					
Charles	Barrett					
tim	carlson					
Lory	Marie					
Steven	Moen					
Barbara	Williams					
suzan	ballsun					
Ovina	Feldman					
Karen	Hartman					
Eliot	Kaplan					
William	Noble					
Ed	Senechal					
ric	shimono					
Pam	Starliper					
Theresa	Wexler					
Nancy	Crowell					
Jan	Starling					
E.	Bynum					
ROBERT	DOUPE					
David	Gruenewald					
Jodi	Sullivan					
Jean	Thomas					
Alan	Jobe					

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First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
David	Christian					
Bliss	Knorpp					
Shirley	Owen					
Fred	Van Riper					
Sandra	Davis					
Marcia	Denison					
Jane	Schaaf					
Ruth-Lee	Weedman					
peter	roloff					
carolyn	brooks					
Florence	Wagner					
Margaret	Soderman					
m	harvey					
Wilma	Totten					
Donald Kevin	Baker					
Glenn	Kroft					
James	Moffat					
Susan	Olsen					
Barbara J.	Powers					
Michele	Selene					
Thomas	Turner					
Phil	Reimer					
Douglas	Baker					
Charles & Bett	Barker					
Steven	Wax					
Kathryn	Koelemay					
Gail	Stagman					
Robert & Gail	Stagman					
corey	waggoner					
Thomas	Hildebrandt					
Sari	Schneider					
Emily	Shaffer					
randall	winn					
Loulani	Lewis					
Sharon	Damkaer					
James A	Foliat					
Laura	Hodges					
Sarah	Johnson					
Alec & Sandy	McDougall					
Paul	Zickler					
Tracy	Bennett					
Nancy	Hansen					
Nancy	Hansenn					
Joyce	Weir					
Nancy	Cerullo					
Ron	Sharp					
Marie	Roberge					
Jim	Ekberg					
James & Caro	Bartley					
Kozmo	Bates					
Jacquelynn	Bucknell					
Phillip	Charas					
Marie	Hodul					
Rosalind	Kellogg					
Stan	Klyne					
Denis	Langhans					



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First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Thom	Lufkin					
nancy	may					
Riley	McLaughlin					
Douglas	Petro					
Susan	Powell					
Terry	Setter					
Elizabeth	Stucki					
Diane	Utter					
William & Jean	Whitesell					
katherine	seiler					
Bobbi	Lempert					
Gerry	Milliken					
Janet	Tyler					
Kelmie	Blake					
Robert B.	Kaplan					
Kathryn	Todd					
Erik	Montoya					
Willard	Rose					
Hillary	Clark					
Charles	Colenaty					
Edna	Hayes					
Carol	Martin-Hay					
Laurie	Sterling					
Robert	Jenusaitis					
O'Neill	Louchard					
Katherine	Masotti					
Michael	Morrissey					
Sylvia	Platt					
Scott	Walker					
Stanley	Willard					
Karen	Miller					
Michael	Plumer					
mary	Schroff					
Brian	Clark					
Joseph	Gallegos					
Janet	Kendall					
Adam	Lynn					
Anesa	Miller					
Nancy	Nydegger					
Barbara	Palmer					
Dorothy	Swanson					
Peter	Goodman					
James	Lewis					
Renita	Olson					
Elaine	Schenk					
Diana	Barnes					
AJ	Canepa					
Ronald	Hennig					
John	Lytle					
Lucy	Oaks					
Jessica	Scott					
Catherine	Stricklin					
Sharon	Vatne					
Tom	Baker					
James	Bentley					
Debbie	Carlsen					

First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Caroline	Forbes					
David	Kellis					
Tyler	Mays					
Leith	McCombs					
Glenn	Thureson					
Lisa	Yeeles					
Geri Ann	Johnsong					
Joseph	Caggiano					
Missy	Keeney Baker					
Jane	Knox					
Jesse	Spurgeon					
Bill	Baumann					
David	Hays					
Donna	Martin					
Scott	Evans					
Juan	Alonso					
martin	anchetta					
Christian	Arthur					
Rachel	Baker					
Dion	Baldwin					
Eric Lane	Barnes					
Lisa	Beaulaurier					
Paula	Bennett					
Sheila	Benson					
Barbara E.	Berg					
Kathy	Biscardi					
Laurie	Black					
Harolynne	Bobis					
John	Bohne					
E R	Bowden					
Mark	Bradley					
Rebecca	Brenneman					
Derek	Brown					
Timothy	Brown					
Mathew	Burckley					
Janet	Calcaterra					
Isaac	Campos					
Dawn	Capecci					
Douglas	Carmichael					
Patrick	Carr					
Melissa	Carr-Buswell					
Richard F. and	Clarke					
Jayson	Curry					
Marty	Curry					
Deb	Dahlin					
Kenneth	Dale					
frank	danna					
Anita	Das					
Elizabeth	Dennis					
Sarah	Doherty					
Marie	Doman					
Constance	Dowell					
james	doyle					
Judy	Drake					
Leah	Eister-Hargrave					
Jane	Ellis					

First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Adam	Faja					
Eleanor	Fernald					
Paul	Forgey					
Diana	Forman					
Lawrence	Fosnick Davis					
Beulah	Frankel					
Laurie	Frankel					
Ieroy	french					
Nicole	Gainey					
Barbara	Geiger					
J	Gerlings					
John	Gienapp					
Laura	Gilliam					
Charles	Gioiosa					
greg	goodwin					
Shannon	Goodwin					
Tim	Gould					
Barbara	Gregory					
Rosemary	Gregory					
Mary	Gruenewald					
KRISTI	HAGEN					
William	Hamer					
Rob	Hamm					
Bruce	Hart					
Abha	Harting					
Michael	Healy					
Mark	Hoagland					
Ken	Hofsass					
Michael	Hooning					
Mary	Houlihan					
Peter	Houser					
Denys	Howard					
M. A.	Iverson					
Brandon	Johnson					
david h	jones					
Blair	Kangley					
Katherine	Karpf					
Gerald	Kechley					
pamela	keeley					
Dennis	Kinnan					
Denise	Kivlen					
Rich	Knox					
D'vorah	Kost					
Daniel	Lahey					
Matthew	Lawrence					
Nicole	Lindroos					
Jack	Litewka					
John	Longenbaugh					
Terri	Lovins					
Jennifer	Mabe					
Larry	Mahlis					
Michael	Marsolek					
Michelle	McElhaney					
Mark	McLaughlin					
Michael	Meagher					
Christine	Meinhold					

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First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Jeffery	Miller					
Sarah	Miller					
Jen	Mills					
arthur	Mink					
Darius	Mitchell					
doreen	mitchum					
Kathryn	Munson					
Stanford	Neering					
Christopher	Neitzert					
Joel	Nelson					
Sandra	Numrich					
Charles	O'Brian					
Elizabeth	O'Herlihey					
ingrid	olson					
Dvorah	Oppenheimer					
John	Otto					
John	Palasz					
Roni Jo	Patterson					
J	Peterson					
Valerie	Piacenti					
Betty	Potter					
Shelley	Prange					
Frank	Pullo					
Nels	Reese					
Martha	Reiner					
robert	reysner					
N. Kay	Richards					
Marcia	Richter					
Alena	Ricks					
david	rush					
Katherine	Rutsala					
Martha	Schmidt					
Carol	Schultz					
Mark	Scott					
Terri	Sharpe					
Joan	Shelby					
Selena	Shelley					
James	Snell					
Charles	Soper					
Ian	Sowers					
denny	Stern					
Cary	Stitt					
Lea Ann	Strand					
Roger	Stuckly					
Carol	Summers					
Jean	Tinnea					
Jane	Truax					
Leesa	Tucker					
Keith	Tuley					
Jeanne	Turgeon					
Deborah	Turnbull					
Sandra	Tussing					
Eugene	Tzou					
Steve	Wallin					
marilyn	walls					
Arle	Warren					

First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Steve	Watson					
Carol	Watts					
Adam	Weaver					
Joan F	Weisenbloom					
Catherine	West					
AE	White					
scott	williams					
April	Winters					
David	Worcester					
David	Yao					
Robert	Yoder					
James	Young					
Glen	Zorn					
Dave	Phillips					
Kenneth	Burres					
Janet	Pearson					
Jackie	Boatman					
MaryAnn	Clymer					
Chris	Gaston					
Landon	Hendee					
Roger	Homer					
Charlie	Howe					
Laurence	Lang					
Douglas	Manis					
Robert	Riopelle					
Jan	Wilson					
Frances	Frederick					
Cindy	Jackson					
jeanine	dawson					
Raymond	Dawson					
Joshua	Rubin					
Kathleen	Morgan					
Judy	Joslin					
Daniel	Kafton					
Vivian	Adams					
Wayne	Attwood					
Rose	Bachman					
Andrew	Brewer					
Sharron	Crandell					
virginia	czechowski					
Mary	Farrell					
Lila	Girvin					
Linda	Greene					
Judy	Laddon					
melissa	LANG					
Kathlyn	Meisford					
Carl	Milton					
sally	Pierone					
Greta	Rizzuti					
Mary	Weathers					
Mark R	Wilder Sr					
Ross	Stapleton.					
Lyn	Henri					
Allen	Matherly					
Mark	Anderson					
Nancy	Cooper					

First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Wendy	Wartes					
Juanita	Greenway					
Rebecca	Buell-Silsbee					
Trixanna	Koch					
Brandon	Mingo					
ESPERANZA	RICO					
Robin	Friend					
Frances	Pearre					
Sara	Bhakti					
Dan	Freeman					
Athena	McElrath					
Myra	Bieri					
Judith	Bredeson					
Ross	Dick					
Joseph	Berndt					
Ann	Mortier					
Jane	Oie					
Jean	Accola					
Lucy	Neider					
David	Rosenberg					
John	Hessler					
Dan	Conine					
Anita B.	Williams					
Robin	Rastani					
Barbara	Horner-Ibler					
Sean	Cranley					
David	Dostal					
Susan	Cadwallader					
David	Hartman					
James	Peterson					
Catherine	Cleary					
craig	harrison					
Paula	Johnson-Marsole					
Pamela L.	Belcher					
Tim	Belcher					
Cindy	Waltershausen					
Gerald	Flakas					
Corey E.	Olsen					
Dan	Duffy					
Barbara	Mottl					
Jennifer	Thomson					
Sister Mary Fr	Gebhard					
Bruce	O'Brien					
Emery	Paine					
David	Haakenson					
Ronald W.	Albers					
Ted	Miner					
Paul	Czisny					
Kathy	Brady					
Elaine Doroug	Johnson					
Howard	Moon					
Jodi	Roberts					
Rina	Drori					
Jeanne	DeSimone Sieg					

First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Barbara L.	Samoore					
Carol	Harder					
Doug	Curtis					
Nathan	Salzman					
william	woessner					
Frank	Doyle					
Jonathan	Goltz					
Robert	Koller					
DeeAnna	Roberts					
Richard Sam	Salmon					
Martha	Senechal					
Beverly	Williams					
Chris	Marceille					
Marilyn	Bartz					
mary	williams					
linda	soldan					
John	Mundahl					
Maureen	Hulke					
Judy	Mead					
Norman	Grier					
Duane	Lahti					
Judith	Detert-Moriarty					
Jill	Bussiere					
Mary	Feuling					
Geraldine	Brylski					
Dan	Bishop					
Phil	Biebl					
Pamela	Bradford					
Tristan	Brandhorst					
Jessica	Brownell					
Erica	Case					
Susan	Case					
Pat	Champion					
Alfred	Christiansen					
Mya	Cooks					
Edward	Dunphy					
Stephanie	Eastwood					
Edward	Feeny					
Jay	Ferm					
Jean A	Fitzsimmons					
Mary	Gandolfo					
Dan	Ginsburg					
Kim	Grittner					
Shirley	Haidinger					
Morgan	Houser					
Vicki	Huss					
James	Jaeger					
Nancy	Klatt					
Inna	Larsen					
Jon	Mack					
Paul	Malischke					
Charles	MITCHELL					
A	Nehmer					
Charles & Jea	Pfeifer					
Renee	Piraino					
John	Rasmussen					

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First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Joella	Roland					
Robert	Scheele					
Carl	Silverman					
Sheri	Sinykin					
FLORIAN	SMOCZYNSKI					
Keith	Stephens					
Sarah	Teren					
Joanne	Wagner					
John	Welsh					
Nancy	Wyngaard					
David	Zwiefelhofer					
Robert	Bjerke					
Jan	Saecker					
Anthony	Schweitzer					
Kristen	Zehner					
Judy	Meyer					
Marjorie	Schramm					
Rosemary	Whitmore					
Mary Ann	Bailey					
Warren	Lang					
Tim	Lienau					
John	Vancil					
amy	kirkland					
James	Zeisler					
Barbara	Boehme					
Steve	Edelstein					
james	knutson					
Sandra	Levin					
William	Curtis					
Jim	Gammons					
Luis	Baez					
Beth	Barfield					
Martha	Barry					
Denis	Blaise					
Randy	Boen					
Cynthia	Bowman					
mila	caceres					
Andrea	Chambliss					
Angelica	Dawn					
Michael (u.s.a)	Filipiak					
William	Gagliani					
James	Gallagher					
Ellen	Harratty					
Rosemary	Hilbert					
joan	janus					
jeffery	johnson					
Audrey	keys					
Diane	Krings					
Kevin	Krueger					
Lenore	Lee					
Cory	Liebmann					
Kelly	McMahon					
gene	merz					
Michael	Moynihan					
AHMAD	MUHAMMAD					
Deirdre	Murphy					



First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Jeffrey	Norman					
Tom	Ozburn					
Cindy	Pawelski					
Dave	Redemann					
Gerald	Roesch					
Britton	Saunders					
Harry C	Shayhorn Jr					
Sara	Shutkin					
Carleton	Sobol					
paul	szedziwski					
marie	ulsberger					
marianne	vogel					
stephen	ward					
Paul	Wechter					
Dan	Wiernasz					
Joseph	Wiesner					
Darice	Yench					
Mary	Kriofske					
L	Strangstad					
Vern and Evel	Rieckmann					
Jill	Faterioun					
Beth	Medina					
William	Moore					
Margaret	Otwell					
sally	pla					
James	Hamilton					
Carrie	Schudda					
Sheila	Spear					
Patty	Subach					
Douglas	Boone					
Geoffrey	Smith					
Judith	Herbst					
Laura	Moon					
Calvin	Kramer					
Darwin	Czubin					
Bill & Judy	Earley					
Glen	Halbe					
Roger	Hill					
Frances	Martin					
Rosalie	Mutchler					
Rosalie	Mutchler					
Joanette	Nitz					
Thomas	Hogan					
Kirk	Reese					
Joel	Winograd					
Hope	Wudtke					
Jay	Beder					
Steven	Cupery					
Sarah	O'Connor					
Don	Gawronski					
Rev. Dr. Bobb	Groth					
Frank	Lugar					
JoAnn	Carlson					
Betty	Hammond					
Thomas	Kieffer					
Helen Ann	Bladholm					

First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
Debra	Skup					
Amy	Taivalkoski					
Sharon	Levine					
Maureen	Carroll					
Arden	Voigt					
Kaen	Voigt					
Craig	Lovell					
Sandra	Pearson					
Robin	Reed					
Karen	Pawlak					
Alan	Thompson					
Jeannie	Peterson					
Helen	Wisneski					
Jenny	Chay					
jacque	conarchy					
Regis	DiGiacomo					
David	Eppelsheimer, S					
Chris	Lorenz					
Kathryn	Schuster-MacDo					
Colleen	Budzien					
Linda	Thomas					
Jeff	Bussanich					
Alane	Arneman					
John	Jost					
Marge	Bergman					
Tom	McDonald					
Rita	Rochte					
Paul	Jhona					
David	Rolnick					
Dale	Jirschele					
Jerome	Krug					
ED	LEGG					
Charles	Yeargan					
Edward	Weis					
Gary	Reynolds					
Warren G	Jones					
John	Mings					
David	Seivard, Jr.					
David	O'Brien					
Kristine	O'Brien					
Robert	Fisher					
Donald	Kleppe					
Mary	Willis					
Kimberly	Wysong					
jim	gerl					
Niambi	Bailey					
Niambi	Bailey					
Staci	Weisberg					
Monica	Whyte					
Roger	Bell					
David & Patric	Matthews					
Donald	Spencer					
janie	poe					
Michael	Klausing					
sheilah	vied					
David	Lutz					

First Name	Last Name	Address Line 1	Address Line 2	City	State	ZIP
deacon	jones					
Russell	Detko					
Clyde	Pritt					
Bruce H	Dahlin					
Susan	Homan					
Charles	Riley					
Susan	Walter					
Ed	Saugstad					
Robin	Moss					
Carey	Lea					
Robert A.	Mertz					
Nancy	Toney					
Sharon	Davis					
Rebecca	Abel					
Rebecca	Abel					
Marc	Harshman					
Ardeth	Lobet					
Robert	McKeown					
Sheri	Mitchell					
Jack	Runnels					
Schelley	Schlafman					
Bill	Combs					
Joseph	Krafczik					
Keith	Becker					
James L	Fidelholtz					
ken	rinciari					
Kathryn	Dowling					
Denise	Pennie					
Karl	Raab					
Thomas	Pickens					
Pearl	Volkov					
Ms. H. Lee	Gershuny					
Ron	Wilson					
Richard	Ruble					
Michael	McDonald					
peter	perry					
Edmund	Goehring					
Maureen	Schoenfeld					
ronald	trojak					
Barbara	Woodward					
Paul	smith					
Marian	Cooley					
liSA	MOLAND					
Marina	Urquidi					
Ken	Gilmour					
Peter	Wadsworth					
Cerion	Armour-Brown					
Martha	Edelheit					
Don	Bowman					
Stefano	Bovero					
William	Iltzsche					
John	Di Stefano					
greg	chambers					
Calvin	Jutila					
Joanne	Sackheim					



"John Weingart"  
<john.weingart@rutgers.edu>

01/13/2006 01:15 PM

Please respond to  
john.weingart@rutgers.edu

To "Karen Lynn-Dyson" <klynndyson@eac.gov>

cc "Lucy Baruch" <baruch@rci.rutgers.edu>

bcc

Subject No Cost Extension Request

Karen - I am attaching a spreadsheet providing the information you have requested (Attachment 1), but I want to highlight a few points which may not be immediately self-evident.

First, the original budget (Attachment 2) we submitted to the EAC, dated March 22<sup>nd</sup>, did not itemize personnel expenses by each person. In addition, when we actually began work two months after submitting that budget, we decided to reallocate more time to people within Eagleton and hire fewer outside hourlies.

Second, in the figures I sent you in late December we tried to account for all the expenses and projections but overlooked a few things including neglecting to include the honoraria for our peer review team. Hence, the figures we're now sending are different than what I sent in December.

Lastly, we originally discussed a no-cost extension through February, but since we don't yet have the EAC comments on our draft Provisional Voting material nor an estimate of when they are likely to be ready, I think it is prudent to extend the no-cost extension through March 31<sup>st</sup>. We would still like to conclude by the end of February, but if you can approve the extension for another month we could avoid going through this process again if everything is not complete six weeks from now.

It is my understanding that Rutgers will soon be sending our December invoice. At this time, I would also like to request that we combine January and February an invoice the EAC once for that time period.

As you can see, we are currently projecting an ending balance of approximately \$10,000. If additional expenses are incurred beyond what is currently projected, we're confident they will not exceed the original budget of \$560,002.

Thanks and I look forward to hearing from you.

--

-- John Weingart, Associate Director  
Eagleton Institute of Politics  
(732) 932-9384, x.290

is it more and why  
→ and am I am confident

→ this labor rate  
vs. the original rate  
and the amt of labor they  
are adding is responsible

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U.S. ELECTION ASSISTANCE COMMISSION  
1225 New York Ave. NW – Suite 1100  
Washington, DC 20005

January 9, 2005

## MEMORANDUM FOR THE RECORD

### **Background**

On May 24, 2005 the U.S. Election Assistance Commission awarded an eight month contract (December 30, 2005) in the amount of \$560,002.00 to the Eagleton Institute of Politics (Rutgers, The State University of New Jersey) to provide research assistance to support development of guidelines on the topics of provisional voting and voter identification procedures.

### **Contractor's Request for a No-Cost Extension**

On November 15, 2005, John Weingart, Associate Director of the Eagleton Institute of Politics, requested via e-mail, a no-cost extension on this contract (E4014127). Mr. Weingart has requested an extension to complete the work of this contract to February 28, 2006.

In subsequent correspondence, Mr. Weingart notes the following as the reason for the request:

"The original work schedule called for EAC to publish in mid-October, voluntary guidance and/or recommended best practices for provisional voting, based on Eagleton's research. In making that time estimate, we did not provide sufficient time for the EAC to review and consider the draft reports that would form the basis for that publication..... The additional time required to complete the work on provisional voting has delayed the completion of our analysis of Voter Identification issues. The draft report of that topic will be submitted to the EAC in mid-January".

"If EAC does not object, funds originally allocated for the hearings...(that EAC has determined will not take place)....would be available for transfer to support the additional staff and consultant time necessary to complete the work..." "The total project budget is \$560,002. As of October 31<sup>st</sup>, the EAC has been invoiced for \$259,081.79; the balance remaining is \$300,920.21. We anticipate that the project will be complete and the balance of funds fully expended by February 28, 2006. The final invoice for the contract will be submitted to the EAC within 75 days of the close of the project".

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Mr. Weingart further notes:

“We anticipate reallocating funds primarily from the public hearings line items and spending approximately \$35,500 more than originally budgeted on personnel, \$23,250 more on the subcontract with Ohio State and \$20,250 more on consultants”.

**Specifics of the Extension**

The contractor has provided the following breakdown and explanation of the personnel and consultant costs, associated with this extension.

Original Project Personnel costs- \$195,439 (May-December)

Original Project labor hours-xxxxx (May-December)

Projected Project Personnel costs -\$253,915 ( January-February)

Projected Project labor hours-xxxxx (January-February)

	Original Budget	Projected Budget
<b><i>Eagleton Institute of Politics</i></b>		
Project Director		
Project Manager		
Xxxx		
Xxxx		
Xxxx		
Overhead		
<b>Total</b>	<b>\$110,695</b>	<b>\$146,000</b>
<b><i>Moritz School of Law</i></b>		
Xxxx		
Xxxx		
Xxxx		
Overhead		
<b>Total</b>	<b>\$84,744</b>	<b>\$107,915</b>

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**EAC Staff Recommendation**

Karen Lynn-Dyson, the EAC's Contracting Officer Representative assigned to this contract has reviewed this request, the rationale and authority for it (FAR 43.103(a)(3)) and finds it to be appropriate. To-date the Eagleton Institute has consistently met its deadlines for major project deliverables and stayed within the project budget. To grant the Eagleton Institute a two month extension on this contract in order to obtain the necessary feedback on major documents it has produced will be within the best interests of the Election Assistance Commission, and thus, the federal government.

EAC's Contracting Officer Representative finds that to grant the Eagleton Institute a no-cost extension for the modification of its contract with the EAC is within the scope of the original agreement and is recommending that this modification to the contract be made.

Signed

Karen Lynn-Dyson  
Contracting Officer Representative  
U.S. Election Assistance Commission

Gracia M. Hillman  
Chair  
U.S. Election Assistance Commission

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**Eagleton Institute of Politics, Rutgers The State University of New Jersey**  
**US Election Assistance Commission Project Budget (original 3/22/05; revised 1/13/06 for no-cost extension)**

Description	Original Budget	Cumulative Expenses through Dec 2005 (actual and committed)	Post Jan 1 Projected Expenses	Projected Balance	Post Jan 1 Projected Hours	Post Jan 1 Hourly Rate
<b>Eagleton Faculty and Staff (salaried and hourly)</b>		<b>84,263.20</b>	<b>15,250.00</b>			
Ruth Mandel, Director and Professor		5,682.86	3,500.00		43	81.98
John Weingart, Associate Director		7,347.00	3,500.00		72	48.74
Ingrid Reed, Director of Eagleton NJ Project		19,500.00	2,500.00		63	40.00
Don Linky, Director of Electronic Democracy Project		8,100.00	1,750.00		47	37.50
Tim Vercellotti, Assistant Research Professor		9,384.00	2,500.00		64	38.96
April Rapp, Research Project Coordinator		12,844.55	0.00		0	
Lauren Vincelli, Project/Bus. Administrator		10,800.90	0.00		0	
Michele Brody, Administrative Assistant		0.00	500.00		23	21.97
Lisa Velasquez, Administrative Assistant		6,503.89	0.00		0	
Linda Phillips, Unit Computing Specialist		2,100.00	250.00		10	25.07
Joanne Pfeiffer, Secretary		2,000.00	750.00		38	19.77
<b>Rutgers Graduate Students (hourly)</b>		<b>15,531.60</b>	<b>3,500.00</b>			
Dave Andersen		6,060.00	1,500.00		125	12.00
Nadia Brown		906.00	0.00		0	
Jilliam Curtis		1,002.00	0.00		0	
Johanna Dobrich		1,635.60	1,000.00		83	12.00
Dave Harris		5,928.00	1,000.00		83	12.00
<b>Fringe (rates vary by employee type)</b>		<b>21,332.56</b>	<b>4,567.50</b>			
<b>Subtotal Personnel Expenses</b>	<b>110,695</b>	<b>121,127.36</b>	<b>23,317.50</b>	<b>(33,749.86)</b>		
<b>Honoraria</b>						
Honoraria for Peer Review Group	10,000	0.00	10,000.00	0.00		
<b>Public Hearings</b>	<b>81,120</b>	<b>948.74</b>	<b>0.00</b>	<b>80,171.26</b>		
Public Hearings	75,000	0.00	0.00			
Transportation	6,120	948.74	0.00			
<b>Briefings/Meetings</b>						
Train, ground, lodging, meals	5,200	1,302.82	1,750.00	2,147.18		
<b>General Operations</b>	<b>20,000</b>	<b>20,029.59</b>	<b>1,750.00</b>	<b>(1,779.59)</b>		
Office supplies, software, telephone, copying, postage	10,000	9,003.11	1,750.00			
Desktop computers, laptop, printer	10,000	11,026.48	0.00			
<b>Subcontracts</b>						
Project Director-Tom O'Neill	79,500	81,750.00	18,000.00	(20,250.00)	192	93.75
Ohio State University (OSU)-Legal Analysis*	84,744	84,222.35	23,692.66	(23,171.01)		
OSU Personnel (with fringe)	50,735	55,724.22	14,001.15			
Ned Foley, Professor		30,514.24	8,687.03		72	120.65
Dan Tokaji, Professor		3,313.65	1,408.82		16	88.05
Laura Williams, Project Coordinator		7,846.00	2,320.00		80	29.00
Sara Sampson, Research Coordinator		5,229.14	705.30		20	35.27
Research Assistants		8,821.19	880.00		100	8.80
OSU Travel	5,950	611.80	1,846.78			
OSU Overhead	28,059	27,886.33	7,844.73			
<b>Subtotal Non Personnel Expenses</b>	<b>280,564</b>	<b>188,253.50</b>	<b>55,192.66</b>	<b>37,117.84</b>		
<b>Subtotal Direct Costs</b>	<b>391,259</b>	<b>309,380.86</b>	<b>78,510.16</b>	<b>3,367.98</b>		
Fac&Admin (overhead) on Modified Total Direct Cost	153,743	117,790.20	19,881.45	16,071.68		
<b>TOTAL Project Budget</b>	<b>545,002</b>	<b>427,171.06</b>	<b>98,391.61</b>	<b>19,439.66</b>		
<b>Optional Surveys</b>						
State Election Officials	15,000	24,269.04	0.00	(9,269.04)		
<b>Total Project Budget with Optional Survey</b>	<b>560,002</b>	<b>451,440.10</b>	<b>98,391.61</b>	<b>10,170.62</b>		

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\*Ohio State University figures are included in the "cumulative expenses through Dec 2005" even though Rutgers has not yet received the cumulative invoices.



**Eagleton Institute of Politics, Rutgers The State University of New Jersey**  
**US Election Assistance Commission Project Budget (3/22/05)**

Description	Budget	
<b>Personnel</b>		
Eagleton faculty/senior staff	35,000	Mandel, Weingart, Reed, Linky (various percentages)
Eagleton staff: logistics/administrative/clerical	15,000	(various percentages)
Fringe (32.5%)	16,250	
	<b>66,250</b>	
<b>Hourly Personnel</b>		
Research Coordinator	21,250	1250 hours at \$17 per hour
Logistics/Admin Coordinator	12,325	725 hours at \$17 per hour
Research assistants	7,200	300 hours at \$12 per hour for two researchers
Fringe on Hourly (9%)	3,670	
	<b>44,445</b>	
<b>Subtotal Personnel Expenses</b>	<b>\$110,695</b>	
<b>Honoraria</b>		
Honoraria for Peer Review Group	10,000	10 at \$1,000
<b>Public Hearings (3 in 3 cities)</b>		
Public Hearings	75,000	3 hearings at \$25K per EAC figures
2 Hearings in DC- train, ground, lodging, meals*	3,480	attended by 3 staff
1 Hearings in St. Louis- air, ground, lodging, meals**	2,640	attended by 3 staff
	<b>81,120</b>	
<b>Briefings/Meetings with EAC</b>		
Train, ground, lodging, meals***	5,200	5 briefings in DC, attended by 2 staff
<b>General Operations</b>		
Office supplies, software, telephone, copying, postage	10,000	
Desktop computers, laptop, printer	10,000	
	<b>20,000</b>	
<b>Subcontract</b>		
Project Director- O'Neill	79,500	80% time April – Aug., 60% Sept. – Oct.
Ohio State University- Legal Analysis	84,744	Partner institution, Moritz College of Law, OSU
<b>Subtotal Non Personnel Expenses</b>	<b>\$280,564</b>	
<b>Subtotal All Direct Cost</b>	<b>391,259</b>	
Modified Total Direct Cost \$277,015****		
F&A on Modified Total Direct Cost (55.5%)	153,743	Rutgers University federally approved rate.
<b>TOTAL Project Budget</b>	<b>\$545,002</b>	
<b>Optional Surveys</b>		
State Election Officials	15,000	Eagleton
Young Voters	25,000	Eagleton
Provisional Voting, 1st state	116,000	OSU Political Science
Provisional Voting, 1st additional state	75,000	OSU Political Science
Provisional Voting, 2nd additional state	60,000	OSU Political Science
<b>Total Optional Surveys (no F&amp;A)</b>	<b>\$291,000</b>	

\* Travel and lodging to two hearings in DC includes \$260 for train fare to DC, \$200 for hotel/lodging, and \$60 per day for two days for meals= \$580 per person per trip for three people.

\*\* Travel and lodging to one hearing in St. Louis includes \$500 airfare to St. Louis, 2 nights hotel/lodging at \$100, and \$60 per day for three days for meals= \$880 per person for three people.

\*\*\* Travel and lodging to five Briefings/Meetings with EAC includes \$260 for train fare to DC, \$200 for hotel/lodging, and \$60 for meals= \$520 per person per trip for two people.

\*\*\*\* Modified total direct cost is equivalent to total direct cost except for two items - F&A included only on first \$25K of subcontract with Project Director (\$79,500) and first \$25K of subcontract with OSU (\$84,744).

015939



"John Weingart"  
<john.weingart@rutgers.edu>

12/05/2005 04:44 PM

Please respond to  
john.weingart@rutgers.edu

To klynndyson@eac.gov

cc

bcc

Subject Re: No Cost Extension Request

Thanks for letting me know. This may well extend all the dates in the proposed revised schedule we sent accordingly. When do you think we will hear about the no-cost extension and budget reallocations? Thanks, John

-- John Weingart, Associate Director  
Eagleton Institute of Politics  
(732) 932-9384, x.290

klynndyson@eac.gov wrote:

>  
> John-  
> Just wanted to let you know that we've had to push back, by a week,  
> the review of Eagleton's Best Practices document.  
>  
> EAC staff are very focused on the release of the Voting Systems  
> Guidelines; this will be completed by mid-week next week. I'm told  
> that the Commissioners will turn their attention to the Best Practices  
> document, immediately following this.  
>  
> Regards-  
>  
> Karen Lynn-Dyson  
> Research Manager  
> U.S. Election Assistance Commission  
> 1225 New York Avenue , NW Suite 1100  
> Washington, DC 20005  
> tel:202-566-3123

015940



"John Weingart"  
<john.weingart@rutgers.edu>

12/22/2005 05:26 PM

Please respond to  
john.weingart@rutgers.edu

To klynndyson@eac.gov

cc

bcc

Subject Re: No Cost Extension Request

Karen - Our request for a no-cost, reallocation of resources is based on (a) the fact that our personnel costs have already been higher than we anticipated and (b) the reality that keeping the project operating for at least nine months, instead of seven as planned, will require the participants to devote more time than anticipated. While we are not producing more product than originally promised, the time involved in our work continues to increase. Both Provisional Voting and Voter ID have proved to be very dynamic topics requiring us to continually monitor developments and update our data, analysis and evolving work products as we learn of new or revised information. As a result, despite the extension of the schedule, the staff and consultants on this project have had no "down" time. We anticipate this research, monitoring and revising to continue for the months added to the project, necessitating significantly more hours by all members of the project team than anticipated.

Our request asks for changes to three line items which I will address below on the assumption that the EAC response to our already-submitted Provisional Voting draft and to-be-submitted Voter ID draft will be sufficiently timely to enable us to complete our work on both topics by the end of February.

1. Eagleton Institute of Politics personnel: We originally budgeted \$110,695 (\$15,813 average per month) for Eagleton faculty, staff and graduate student assistants for the seven-month project from May 24, 2005-December 31, 2005. Our actual costs have been approximately \$14,500 more than that. In addition, we are anticipating needing another \$21,000 for personnel costs in January and February, calculated on the basis of 2/3 of the original monthly estimate. Therefore, we are asking to raise this line item from \$110,695 to approximately \$146,000.

2. Consultant Services: We originally budgeted \$79,50 (\$11,357 average per month) for consultant services which we have used to engage Tom O'Neill as the project manager. We anticipate no additional cost for the original contract period of May 24, 2005-December 31, 2005, but do anticipate needing his services during January and February at a slightly reduced rate of \$10,125 per month or \$20,250 total additional. Therefore, we are asking to raise this line item from \$79,500 to \$99,750.

3. Moritz School of Law: We originally budgeted \$84,744 (\$12,106 average per month) for staff and overhead for the May 24, 2005-December 31, 2005 period. We anticipate needing an additional \$23,171 (\$11,585 average per month) to support their time on this project in January and February. Therefore, we are asking to raise this line item from \$84,744 to \$107,915.

With these revisions, approximately \$22,000 of the EAC contract award to Eagleton would remain not yet allocated, primarily because the cost for the public hearings would have incurred Rutgers University overhead whereas the additional expenditures for consultants and the subcontract with Moritz do not.

I hope this provides you the information you need. While Rutgers is

015944

shutting down until January 3rd, I will be checking email at least every day or two.

-- John Weingart, Associate Director  
Eagleton Institute of Politics  
(732)932-9384, x.290

klynndyson@eac.gov wrote:

>  
> John-  
>  
> I just had a more detailed conversation with our Deputy General  
> Counsel about Eagleton's no-cost extension.  
>  
> He indicates that we need a bit more information that will accompany  
> the material we will send to the Commissioners for a vote (hopefully  
> next week)  
>  
> We need to know the number of labor hours, the labor costs and a brief  
> description of the tasks to be performed by each of the staff who will  
> be working on the EAC contract until its completion.  
>  
> Since we have eliminated the public hearing ( a major contract  
> deliverable) it is unclear why staff labor hours and costs will  
> continue at the same level and rate.  
>  
> As always, thanks for your patience and prompt response.  
>  
>  
>  
> Karen Lynn-Dyson  
> Research Manager  
> U.S. Election Assistance Commission  
> 1225 New York Avenue , NW Suite 1100  
> Washington, DC 20005  
> tel:202-566-3123

015942



"John Weingart"  
<john.weingart@rutgers.edu>

12/16/2005 01:25 PM

Please respond to  
john.weingart@rutgers.edu

To klynndyson@eac.gov

cc

bcc

Subject Re: Request for No-Cost Extension-corrected

Karen - At this time, we anticipate reallocating funds primarily from the public hearings line item and spending approximately \$35,500 more than originally budgeted on personnel, \$23,250 more on the subcontract with Ohio State and \$20,250 more on consultants. There are other additional variances but they are not significant (e.g. less on honoraria, less on travel, and more on general operations such as phone expenses). Let me know if you need additional detail or information.

Thanks, John

-- John Weingart, Associate Director  
Eagleton Institute of Politics  
(732) 932-9384, x.290

klynndyson@eac.gov wrote:

>  
> John-  
>  
>  
> Quick question-  
>  
> How much money do you anticipate will be re-allocated from the  
> original line items outlined in the contract to other project costs?  
>  
> Thanks  
>  
> Karen Lynn-Dyson  
> Research Manager  
> U.S. Election Assistance Commission  
> 1225 New York Avenue , NW Suite 1100  
> Washington, DC 20005  
> tel:202-566-3123  
>  
>  
>  
> \*"John Weingart" <john.weingart@rutgers.edu> \*  
>  
> 11/30/2005 05:05 PM  
> Please respond to  
> john.weingart@rutgers.edu  
>  
>  
>  
> To  
> "Karen Lynn-Dyson" <klynndyson@eac.gov>  
> cc  
> "Tom O'Neill" [REDACTED]  
> Subject

015943

# ORDER FOR SUPPLIES AND SERVICES

IMPORTANT: See instructions in GSAR  
553.370-300-1 for distribution

PAGE 1 OF 1 PAGES

ORDER

2. ORDER NUMBER

3. CONTRACT NUMBER

4. ACT NUMBER

3/06

E4014127A

FOR  
GOVERNMENT  
USE  
ONLY

## 5. ACCOUNTING CLASSIFICATION

FUND 8035	ORG CODE TQM9110	B/A CODE 10	O/C CODE 25
FUNC CODE 000	C/E CODE 516	PROJ./PROS. NO.	CC-A
W/ITEM	CC-B	PRT./CRFT	

## 6. FINANCE DIVISION

AC	SS	VENDOR NAME
MDL	FI	G/L DEBT
AI	LC	DISCOUNT

7. TO: CONTRACTOR (Name, address and zip code)

Rutgers, The State University of New Jersey  
Office of Research and Sponsored Programs  
3 Rutgers Plaza  
New Brunswick, NJ 08901

Contact: Keith Osterhage (732) 932-0150

8. TYPE OF ORDER REFERENCE YOUR

☒ A. PURCHASE

Please furnish the following on the terms specified on both sides of the order and the attached sheets, if any, including delivery as indicated.

☐ B. DELIVERY

This delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above numbered contract

C. MODIFICATION NO.

AUTHORITY FOR ISSUING

01 FAR 43.103(a)(3)

9A. EMPLOYER'S IDENTIFICATION NUMBER

22-600-1086 (NAICS 61131-Not for Profit Public Institution)

9B. CHECK, IF APPROP  
☐ WITHHOLD  
20%

10A. CLASSIFICATION

☐ A. SMALL  
BUSINESS

☒ B. OTHER THAN  
SMALL BUS-  
INESS

☐ C. SMALL  
DISADVANT-  
AGED

☐ D. SMALL  
WOMEN-  
OWNED

11. ISSUING OFFICE (Address, zip code,  
and telephone no.)

Election Assistance Commission  
1225 New York Ave., NW, Suite 1100  
Washington, DC 20005  
(202) 566-3100

12. REMITTANCE ADDRESS (MANDATORY)  
Remittance via EFT

10B. TYPE OF BUSINESS ORGANIZATION

☐ A. CORPOR-  
ATION

☐ B. PARTNER-  
SHIP

☐ C. SOLE

13. SHIP TO (Consignee address, zip code and telephone no.)

Election Assistance Commission  
1225 New York Ave., NW, Suite 1100  
Washington, DC 20005

(202) 566-3100

14. PLACE OF INSPECTION AND ACCEPTANCE

C, 1225 NY Ave., Suite 1100, Washington, DC 20005

F.O.B. POINT

15. REQUISITION OFFICE (Name, symbol and telephone no.)

Election Assistance Commission

Destination

17. GOVERNMENT B/L NO.

18. DELIVERY F.O.B. POINT ON OR  
BEFORE 01/26/06

19. PAYMENT/DISCOUNT TERMS

Net 30

## 20. SCHEDULE

ITEM NO. (A)	SUPPLIES OR SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Under the authority of Public Law 107-252, dated October 29, 2002, establishing the U.S. Election Assistance Commission (EAC). Eagleton Institute of Politics proposal to provide research assistance to support development of guidelines on topics of provisional voting and voter identification procedures. See attached for description of this no-cost extension amendment.				
	TOTAL COST OF CONTRACT: \$560,002.00				

21. RECEIVING OFFICE (Name, symbol and telephone no.)

U.S. Election Assistance Commission (202) 566-3100

22. SHIPPING POINT

23. GROSS SHIP WT.

TOTAL  
FROM  
300-A(s)

560,002.00

GRAND  
TOTAL

560,002.00

24. MAIL INVOICE TO: (Include zip code)

General Services Administration (FUND)

Election Assistance Commission

5 New York Ave., NW, Suite 1100

Washington, DC 20005

25A. FOR INQUIRIES REGARDING PAYMENT CONTACT:

Diana Scott

25B. TELEPHONE NO.

(202) 566-3100

26A. NAME OF CONTRACTING/ORDERING OFFICER (Type)

Thomas R. Wilkey, Executive Director

26B. TELEPHONE NO.

(202) 566-3100

26C. SIGNATURE

1. PAYING OFFICE

GSA FORM 300 (REV. 2-93)

GENERAL SERVICES ADMINISTRATION

# PURCHASE ORDER TERMS AND CONDITIONS

## 552.229-70 FEDERAL, STATE, AND LOCAL TAXES (APR 1984)

The contract price includes all applicable Federal, State, and local taxes. No adjustment will be made to cover taxes which may subsequently be imposed on this transaction or changes in the rates of currently applicable taxes. However, the Government will, upon the request of the Contractor, furnish evidence appropriate to establish exemption from any tax from which the Government is exempt and which was not included in the contract price.

## 552.210-79 PACKING LIST (DEC 1989)

(a) A packing list or other suitable shipping document shall accompany each shipment and shall indicate (1) Name and address of consignor; (2) Name and address of consignee; (3) Government order or requisition number; (4) Government bill of lading number covering the shipment (if any); and (5) Description of the material shipped, including item number, quantity, number of containers, and package number (if any).

(b) When payment will be made by Government commercial credit card, in addition to the information in (a) above, the packing list or shipping document shall include: (1) Cardholder name and telephone number and (2) the term "Credit Card".

## 52.232-1 PAYMENTS (APR 1984)

The Government shall pay the Contractor, upon the submission of proper invoices or vouchers, the prices stipulated in this contract for supplies delivered and accepted or services rendered and accepted, less any deductions provided in this contract. Unless otherwise specified in this contract, payment shall be made on partial deliveries accepted by the Government if: (a) The amount due on the deliveries warrants it; or (b) The Contractor requests it and the amount due on the deliveries is at least \$1,000 or 50 percent of the total contract price.

## 52.232-8 DISCOUNTS FOR PROMPT PAYMENT (APR 1989)

(a) Discounts for prompt payment will not be considered in the evaluation of offers. However, any offered discount will form a part of the award, and will be taken if payment is made within the discount period indicated in the offer by the offeror. As an alternative to offering a prompt payment discount in conjunction with the offer, offerors awarded contracts may include prompt payment discounts on individual invoices.

(b) In connection with any discount offered for prompt payment, time shall be computed from the date of the invoice. For the purpose of computing the discount earned, payment shall be considered to have been made on the date which appears on the payment check or the te on which an electronic funds transfer was made.

## PROMPT PAYMENT

Prompt Payment clause 52.232-25 is incorporated in this contract by reference. The clause contains information on payment due date, invoice requirements, constructive acceptance and interest penalties. Certain portions of the clause regarding payment due date, invoice requirements, and constructive acceptance, have been extracted for your convenience. All days referred to in the extracts below are calendar days.

(a)(2) . . . The due date for making invoice payments by the designated payment office shall be the later of the following two events:

(i) The 30th day after the designated billing office has received a proper invoice from the Contractor.

(ii) The 30th day after Government acceptance of supplies delivered or services performed by the Contractor . . .

(a)(4) . . . An invoice shall be prepared and submitted to the designated billing office specified in the contract. A proper invoice must include the items listed in . . . (i) through . . . (viii) . . . If the invoice does not comply with these requirements, then the Contractor will be notified of the defect within 7 days after receipt of the invoice at the designated billing office . . . Untimely notification will be taken into account in the computation of any interest penalty owed the Contractor . . .

(i) Name and address of the Contractor.

(iii) Invoice date.

(iii) Contract number or other authorization for supplies delivered or services performed (including order number and contract line item number).

(iv) Description, quantity, unit of measure, unit price, and extended price of supplies delivered or services performed.

(v) Shipping and payment terms (e.g., shipment number and date of shipment, prompt payment discount terms), Bill of lading number and weight of shipment will be shown for shipments on Government bills of lading.

(i) Name and address of Contractor official to whom payment is to be sent (must be the same as that in the contract or in a proper notice of assignment).

(vii) Name (where practicable), title, phone number, and mailing address of person to be notified in event of a defective invoice.

NOTE: Invoices must include the ACT number (block 4) and shall be submitted in an original only, unless otherwise specified, to the billing office designated in block 24 to receive invoices. The "remittance address" must correspond to the remittance address in block 12.

(a)(6)(i) For the sole purpose of computing an interest penalty that might be due the Contractor, Government acceptance shall be deemed to have occurred constructively on the 7th day (unless otherwise specified in block 20) after the Contractor delivered the supplies or performed the services in accordance with the terms and conditions of the contract, unless there is a disagreement over quantity, quality or contractor compliance with a contract provision . . .

## 52.222-40 SERVICE CONTRACT ACT OF 1965, AS AMENDED - - CONTRACTS OF \$2,500 OR LESS (MAY 1989)

Except to the extent that an exception, variation, or tolerance would apply if this contract were in excess of \$2,500, the Contractor and any subcontractor shall pay all employees working on the contract not less than the minimum wage specified under Section 6 a) (1) of the Fair Labor Standards Act of 1938, as amended (29 U.S.C. 201-206). Regulations and interpretations of the Service Contract Act of 1965 are contained in 29 CFR Part 4.

## 52.222-41 SERVICE CONTRACT ACT OF 1965, AS AMENDED (MAY 1989)

## 52.222-42 STATEMENT OF EQUIVALENT RATES FOR FEDERAL HIRES (MAY 1989)

(52.222-41 and 52.222-42 apply to service contracts when the amount exceeds \$2,500).

The GSA Form 2166, Service Contract Act of 1965 and Statement of Equivalent Rates for Federal Hires is attached hereto and made a part hereof.

## 52.252-2 CLAUSES INCORPORATED BY REFERENCE (JUN 1988)

This contract incorporates the following clauses by reference with the same force and effect as if they were given in full text. Upon request the Contracting Officer will make their full text available:

## FEDERAL ACQUISITION REGULATION (48 CFR CHAPTER 1) CLAUSES

Applicable to purchase orders for supplies or services:

- 52.203-1 Officials Not to Benefit (APR 84)
- 52.203-3 Gratuities (APR 84)
- 52.203-5 Covenant Against Contingent Fees (APR 84)
- 52.203-6 Restriction on Subcontractor Sales to the Government (JUL 85)
- 52.203-7 Anti-Kickback Procedures (OCT 88)
- 52.212-9 Variation in Quantity (APR 84)  
(In the preceding clause, the permissible variations are stated in the schedule.)
- 52.222-3 Convict Labor (APR 84)
- 52.222-26 Equal Opportunity (APR 84)(Applies when amount exceeds \$10,000.)
- 52.222-35 Affirmative Action for Special Disabled and Vietnam Era Veterans (APR 84)(Applies when amount exceeds \$10,000.)
- 52.222-36 Affirmative Action for Handicapped Workers (APR 84)(Applies when amount exceeds \$2,500.)
- 52.222-37 Employment Reports on Special Disabled Veterans and Veterans of the Vietnam Era (JAN 88)(Applies whenever clause 52.222-35 is included.)
- 52.223-6 Drug Free Workplace (JUL 90)(Applies if contract is awarded to an individual.)
- 52.225-3 Buy American Act - Supplies (JAN 89)
- 52.225-11 Restrictions on Certain Foreign Purchases (MAY 92)
- 52.232-25 Prompt Payment (SEP 92)
- 52.233-1 Disputes (DEC 91)
- 52.233-3 Protest After Award (AUG 89)
- 52.246-1 Contractor Inspection Requirements (APR 84)
- 52.249-8 Default (Fixed-Price Supply and Service)(APR 84)

Applicable to purchase orders for supplies:

- 52.222-4 Contract Work Hours and Safety Standards Act - Overtime Compensation - (MAR 86)(Applies when amount is between \$2,500 and \$10,000.)
- 52.222-20 Walsh-Healey Public Contracts Act (APR 84)(Applies when amount exceeds \$10,000.)
- 52.243-1 Changes - Fixed Price (AUG 87)
- 52.249-1 Termination for Convenience of the Government (Fixed Price)(Short Form)(APR 84)

Applicable to purchase orders for services:

- 52.222-4 Contract Work Hours and Safety Standards Act - Overtime Compensation - (MAR 86)(Applies when amount exceeds \$2,500.)
- 52.243-1 Changes - Fixed Price (APR 84) - Alt. II
- 52.249-4 Termination for Convenience of the Government (Services)(Short Form)(APR 84)

015945



U.S. ELECTION ASSISTANCE COMMISSION  
1225 New York Ave. NW - Suite 1100  
Washington, DC 20005

January 24, 2005

## MEMORANDUM FOR THE RECORD

### **Background**

On May 24, 2005 the U.S. Election Assistance Commission awarded an eight month contract (December 30, 2005) in the amount of \$560,002.00 to the Eagleton Institute of Politics (Rutgers, The State University of New Jersey) to provide research assistance to support development of guidelines on the topics of provisional voting and voter identification procedures.

### **Contractor's Request for a No-Cost Extension**

On November 15, 2005, John Weingart, Associate Director of the Eagleton Institute of Politics, requested via e-mail, a no-cost extension on this contract (E4014127). Mr. Weingart had requested an extension to complete the work of this contract to February 28, 2006.

In response to EAC's requests for additional information related to the no-cost extension, in a January 13, 2006 e-mail, Mr. Weingart revised the request for the extension to March 31, 2006. Mr. Weingart did note that he would still like to conclude the project's work by the end of February.

In various correspondences, Mr. Weingart notes the following reasons for the request:

"The original work schedule called for EAC to publish in mid-October, voluntary guidance and/or recommended best practices for provisional voting, based on Eagleton's research. In making that time estimate, we did not provide sufficient time for the EAC to review and consider the draft reports that would form the basis for that publication..... The additional time required to complete the work on provisional voting has delayed the completion of our analysis of Voter Identification issues. The draft report of that topic will be submitted to the EAC in mid-January".

"Our request for a no-cost, reallocation of resources is based on (a) the fact that our personnel costs have already been higher than we anticipated and (b) the reality that keeping the project operating for at least nine months, instead of the seven as planned,

0159460



will require the participants to devote more time than anticipated. While we are not producing more product than originally promised, the time involved in our work continues to increase... We anticipate this research monitoring and revising to continue for the months added to the project, necessitating significantly more hours by all members of the project team than anticipated".

The contractor anticipates reallocating funds primarily from the public hearings line item (\$81,120) and spending approximately \$33,750 more than originally budgeted on personnel, \$23,171 more on the subcontract with Ohio State and \$20,250 more on consultants. The EAC elected to not hold public hearings on the topics of provisional voting and voter identification.

### **Specifics of the Extension**

The contractor has provided the following breakdown and explanation of the personnel and consultant costs, associated with this extension.

1. ***Eagleton Institute of Politics personnel:***

Original budgeted project personnel costs-**\$110,695** (May-December)

Revised project personnel costs- **\$144,444** (May-February)

2. ***Consultant Services:***

Original budgeted costs: **\$79,500** (May-December)

Revised costs -**\$99,750** (May-February)

3. ***Moritz School of Law personnel and overhead:***

Original budgeted costs: **\$84,744** (May-December)

Revised costs- **\$107,915** (May-February)

**Total project budget:**

Original budgeted costs: **\$560,002** (May- December)

Revised project cost: **\$549,831** (May-February)

### **EAC Staff Recommendation**

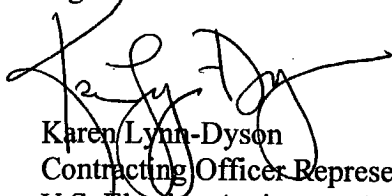
Karen Lynn-Dyson, the EAC's Contracting Officer Representative assigned to this contract has reviewed this request, the rationale and authority for it (FAR 43.103(a)(3)) and finds it to be appropriate. To date the Eagleton Institute has consistently met its deadlines for major project deliverables and stayed within the project's overall budget.

015947

Based upon the work products provided to the EAC, thus far, the additional personnel expenses which the contractor has incurred appear to be reasonable. To grant the Eagleton Institute a three-month extension on this contract in order to obtain the necessary feedback on major documents it has produced will be within the best interests of the Election Assistance Commission, and therefore, the federal government.

EAC's Contracting Officer Representative finds that to grant the Eagleton Institute a no-cost extension for the modification of its contract with the EAC is within the scope of the original agreement and is recommending that this modification to the contract be made.

Signed

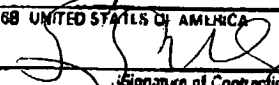


Karen Lynn-Dyson  
Contracting Officer Representative  
U.S. Election Assistance Commission



Thomas R. Wilkey  
Executive Director  
U.S. Election Assistance Commission

015948

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>				1. CONTRACT ID CODE E4014127		PAGE OF PAGES	
7. AMENDMENT/MODIFICATION NO.		3. EFFECTIVE DATE 01/24/2006		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (if applicable)	
6. ISSUED BY U.S. Election Assistance Commission 1225 New York Avenue Suite 1100 Washington, DC 20006		CODE		7. ADMINISTERED BY (if other than item 6)		CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  Rutgers, Office of Research and Sponsored Programs  3 Rutgers Plaza  New Brunswick, NJ 08901				(X)		9A. AMENDMENT OF SOLICITATION NO.	
						9B. DATED (SEE ITEM 11)	
						10A. MODIFICATION OF CONTRACT/ORDER NO. E4014127	
						10B. DATED (SEE ITEM 11)	
CODE		FACILITY CODE		08/24/2005			
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>							
<input type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 8 and 16, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. <b>FAR 48.103 OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.</b> If by virtue of this amendment your desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (if required)							
<b>13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.</b>							
CHECK ONE	A. THIS CHANGE (WHICH IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.						
X	FAR 43.103(a)(3)						
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).						
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:						
	D. OTHER (Specify type of modification and authority)						
<b>E. IMPORTANT:</b> Contractor <input type="checkbox"/> is not, <input checked="" type="checkbox"/> is required to sign this document and return _____ 1 copies to the issuing office.							
<b>14. DESCRIPTION OF AMENDMENT/MODIFICATION</b> (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) Pursuant to the terms of the above-referenced contract, the contractor was to present the EAC with draft reports that would form the basis for recommended best practices for provisional voting. The documents were to be published in mid-October after EAC review. The contractor did not receive EAC comments on the draft document until October, 2005. As a result, additional time is required to complete the work on provisional voting and analysis of Voter Identification issues. The extension will entail additional personnel time, but no additional funds to complete the work. The contractor anticipates that it will be able to complete its work during the week of March 31, 2006.							
015949							
15A. NAME AND TITLE OF SIGNER (Type or print) Constance J. Bornheimer Accounting Manager				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Thomas R Wilkey, Executive Director			
15B. CONTRACTOR OFFICIAL Constance J. Bornheimer (Signature of person authorized to sign)		15C. DATE SIGNED 02/06/06		16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)		16C. DATE SIGNED 2-22-06	

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remain unchanged and in full force and effect.

# INSTRUCTIONS

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Instructions for items other than those that are self-explanatory, are as follows:

(a) Item 1 (Contract ID Code). Insert the contract type identification code that appears in the title block of the contract being modified.

(b) Item 3 (Effective date).

(1) For a solicitation amendment, change order, or administrative change, the effective date shall be the issue date of the amendment, change order, or administrative change.

(2) For a supplemental agreement, the effective date shall be the date agreed to by the contracting parties.

(3) For a modification issued as an initial or confirming notice of termination for the convenience of the Government, the effective date and the modification number of the confirming notice shall be the same as the effective date and modification number of the initial notice.

(4) For a modification converting a termination for default to a termination for the convenience of the Government, the effective date shall be the same as the effective date of the termination for default.

(5) For a modification confirming the contracting officer's determination of the amount due in settlement of a contract termination, the effective date shall be the same as the effective date of the initial decision.

(c) Item 6 (Issued By). Insert the name and address of the issuing office. If applicable, insert the appropriate issuing office code in the code block.

(d) Item 8 (Name and Address of Contractor). For modifications to a contract or order, enter the contractor's name, address, and code as shown in the original contract or order, unless changed by this or a previous modification.

(e) Item 9, (Amendment of Solicitation No. - Dated), and 10, (Modification of Contract/Order No. - Dated). Check the appropriate box and in the corresponding blanks insert the number and date of the original solicitation, contract, or order.

(f) Item 12 (Accounting and Appropriation Data). When appropriate, indicate the impact of the modification on each affected accounting classification by inserting one of the following entries.

(2) Accounting classification  
Net decrease \$ \_\_\_\_\_

NOTE: If there are changes to multiple accounting classifications that cannot be placed in block 12, insert an asterisk and the words "See continuation sheet".

(g) Item 13. Check the appropriate box to indicate the type of modification. Insert in the corresponding blank the authority under which the modification is issued. Check whether or not contractor must sign this document. (See FAR 43.103.)

(h) Item 14 (Description of Amendment/Modification).

(1) Organize amendments or modifications under the appropriate Uniform Contract Format (UCF) section headings from the applicable solicitation or contract. The UCF table of contents, however, shall not be set forth in this document

(2) Indicate the impact of the modification on the overall total contract price by inserting one of the following entries:

(i) Total contract price increased by \$ \_\_\_\_\_

(ii) Total contract price decreased by \$ \_\_\_\_\_

(iii) Total contract price unchanged.

(3) State reason for modification.

(4) When removing, reinstating, or adding funds, identify the contract items and accounting classifications.

(5) When the SF 30 is used to reflect a determination by the contracting officer of the amount due in settlement of a contract terminated for the convenience of the Government, the entry in Item 14 of the modification may be limited to --

(i) A reference to the letter determination; and

(ii) A statement of the net amount determined to be due in settlement of the contract.

(6) Include subject matter or short title of solicitation/contract where feasible.

(i). Item 16B. The contracting officer's signature is not required on solicitation amendments. The contracting officer's signature is normally affixed last on supplemental agreements.

(1) Accounting classification  
Net increase \$ \_\_\_\_\_

**Eagleton Institute of Politics, Rutgers The State University of New Jersey**  
**US Election Assistance Commission Project Budget (3/22/05)**

Description	Budget	
<b>Personnel</b>		
Eagleton faculty/senior staff	35,000	Mandel, Weingart, Reed, Linky (various percentages)
Eagleton staff: logistics/administrative/clerical	15,000	(various percentages)
Fringe (32.5%)	16,250	
	<b>66,250</b>	
<b>Hourly Personnel</b>		
Research Coordinator	21,250	1250 hours at \$17 per hour
Logistics/Admin Coordinator	12,325	725 hours at \$17 per hour
Research assistants	7,200	300 hours at \$12 per hour for two researchers
Fringe on Hourly (9%)	3,670	
	<b>44,445</b>	
<b>Subtotal Personnel Expenses</b>	<b>\$110,695</b>	
<b>Honoraria</b>		
Honoraria for Peer Review Group	10,000	10 at \$1,000
<b>Public Hearings (3 in 3 cities)</b>		
Public Hearings	75,000	3 hearings at \$25K per EAC figures
2 Hearings in DC- train, ground, lodging, meals*	3,480	attended by 3 staff
1 Hearings in St. Louis- air, ground, lodging, meals**	2,640	attended by 3 staff
	<b>81,120</b>	
<b>Briefings/Meetings with EAC</b>		
Train, ground, lodging, meals***	5,200	5 briefings in DC, attended by 2 staff
<b>General Operations</b>		
Office supplies, software, telephone, copying, postage	10,000	
Desktop computers, laptop, printer	10,000	
	<b>20,000</b>	
<b>Subcontract</b>		
Project Director- O'Neill	79,500	80% time April – Aug., 60% Sept. – Oct.
Ohio State University- Legal Analysis	84,744	Partner institution, Moritz College of Law, OSU
<b>Subtotal Non Personnel Expenses</b>	<b>\$280,564</b>	
<b>Subtotal All Direct Cost</b>	<b>391,259</b>	
Modified Total Direct Cost \$277,015****		
F&A on Modified Total Direct Cost (55.5%)	153,743	Rutgers University federally approved rate.
<b>TOTAL Project Budget</b>	<b>\$545,002</b>	
<b>Optional Surveys</b>		
State Election Officials	15,000	Eagleton
Young Voters	25,000	Eagleton
Provisional Voting, 1st state	116,000	OSU Political Science
Provisional Voting, 1st additional state	75,000	OSU Political Science
Provisional Voting, 2nd additional state	60,000	OSU Political Science
<b>Total Optional Surveys (no F&amp;A)</b>	<b>\$291,000</b>	

\* Travel and lodging to two hearings in DC includes \$260 for train fare to DC, \$200 for hotel/lodging, and \$60 per day for two days for meals= \$580 per person per trip for three people.

\*\* Travel and lodging to one hearing in St. Louis includes \$500 airfare to St. Louis, 2 nights hotel/lodging at \$100, and \$60 per day for three days for meals= \$880 per person for three people.

\*\*\* Travel and lodging to five Briefings/Meetings with EAC includes \$260 for train fare to DC, \$200 for hotel/lodging, and \$60 for meals= \$520 per person per trip for two people.

\*\*\*\* Modified total direct cost is equivalent to total direct cost except for two items - F&A included only on first \$25K of subcontract with Project Director (\$79,500) and first \$25K of subcontract with OSU (\$84,744).

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**Eagleton Institute of Politics, Rutgers The State University of New Jersey**  
**US Election Assistance Commission Project Budget (original 3/22/05; revised 1/13/06 for no-cost extension)**

Description	Original Budget	Cumulative Expenses through Dec 2005 (actual and committed)	Post Jan 1 Projected Expenses	Projected Balance	Post Jan 1 Projected Hours	Post Jan 1 Hourly Rate
<b>Eagleton Faculty and Staff (salaried and hourly)</b>		84,263.20	16,250.00			
Ruth Mandel, Director and Professor		5,682.86	3,500.00		43	81.98
John Weingart, Associate Director		7,347.00	3,500.00		72	48.74
Ingrid Reed, Director of Eagleton NJ Project		19,500.00	2,500.00		63	40.00
Don Linky, Director of Electronic Democracy Project		8,100.00	1,750.00		47	37.50
Tim Vercellotti, Assistant Research Professor		9,384.00	2,500.00		64	38.96
April Rapp, Research Project Coordinator		12,844.55	0.00		0	
Lauren Vincelli, Project/Bus. Administrator		10,800.90	0.00		0	
Michele Brody, Administrative Assistant		0.00	500.00		23	21.97
Lisa Velasquez, Administrative Assistant		6,503.89	0.00		0	
Linda Phillips, Unit Computing Specialist		2,100.00	250.00		10	25.07
Joanne Pfeiffer, Secretary		2,000.00	750.00		38	19.77
<b>Rutgers Graduate Students (hourly)</b>		15,531.60	3,500.00			
Dave Andersen		6,060.00	1,500.00		125	12.00
Nadia Brown		906.00	0.00		0	
Jilliam Curtis		1,002.00	0.00		0	
Johanna Dobrich		1,635.60	1,000.00		83	12.00
Dave Harris		5,928.00	1,000.00		83	12.00
<b>Fringe (rates vary by employee type)</b>		21,332.56	4,567.50			
<b>Subtotal Personnel Expenses</b>	110,895	121,127.36	23,317.50	(33,749.86)		
<b>Honoraria</b>						
Honoraria for Peer Review Group	10,000	0.00	10,000.00	(10,000.00)		
<b>Public Hearings</b>	81,120	948.74	0.00	(80,171.26)		
Public Hearings	75,000	0.00	0.00			
Transportation	6,120	948.74	0.00			
<b>Briefings/Meetings</b>						
Train, ground, lodging, meals	5,200	1,302.82	1,750.00	(4,147.18)		
<b>General Operations</b>	20,000	20,029.59	1,750.00	(1,779.59)		
Office supplies, software, telephone, copying, postage	10,000	9,003.11	1,750.00			
Desktop computers, laptop, printer	10,000	11,026.48	0.00			
<b>Subcontracts</b>						
Project Director-Tom O'Neill	79,500	81,750.00	18,000.00	(20,250.00)	192	93.75
Ohio State University (OSU)-Legal Analysis*	84,744	84,222.35	23,692.66	(23,171.01)		
<b>OSU Personnel (with fringe)</b>	50,735	55,724.22	14,001.15			
Ned Foley, Professor		30,514.24	8,687.03		72	120.65
Dan Tokaji, Professor		3,313.65	1,408.82		16	88.05
Laura Williams, Project Coordinator		7,846.00	2,320.00		80	29.00
Sara Sampson, Research Coordinator		5,229.14	705.30		20	35.27
Research Assistants		8,821.19	880.00		100	8.80
<b>OSU Travel</b>	5,950	611.80	1,846.78			
<b>OSU Overhead</b>	28,059	27,886.33	7,844.73			
<b>Subtotal Non-Personnel Expenses</b>	280,564	113,188,253.60	55,182.66	(37,117.84)		
<b>Subtotal Direct Costs</b>	391,259	309,380.88	78,510.16	(3,367.99)		
Fac&Admin (overhead) on Modified Total Direct Cost	153,743	117,790.20	19,881.45	(18,071.68)		
<b>TOTAL Project Budget</b>	645,002	427,171.08	98,391.61	(19,439.66)		
<b>Optional Surveys</b>						
State Election Officials	15,000	24,269.04	0.00	(9,269.04)		
<b>Total Project Budget with Optional Survey</b>	660,002	451,440.10	98,391.61	(10,170.62)		

\*Ohio State University figures are included in the "cumulative expenses through Dec 2005" even though Rutgers has not yet received the cumulative invoices.

**NEAR INPUT TRANSMITTAL**  
*(Prepare in triplicate. Forward original and one copy to the appropriate Finance Division)*

**CHECK APPROPRIATE OFFICE SYMBOL**

<input type="checkbox"/> 6BCPG	<input type="checkbox"/> 6BCPF	<input type="checkbox"/> 6BCPM	<input type="checkbox"/> 6BCPI	<input type="checkbox"/> 6BCRG	<input type="checkbox"/> 6BCRF
<input type="checkbox"/> 6BCRC	<input type="checkbox"/> 6BCA	<input type="checkbox"/> 6BCAF	<input type="checkbox"/> 6BCAG	<input type="checkbox"/> 6BCE	<input type="checkbox"/> 6BCC
<input checked="" type="checkbox"/> 6BCEP	<input type="checkbox"/> 6BCY	<input type="checkbox"/> 7BCPL	<input type="checkbox"/> 7BCPP	<input type="checkbox"/> 7BCPC	<input type="checkbox"/> 7BCPK
<input type="checkbox"/> 7BCAX	<input type="checkbox"/> 7BCAP	<input type="checkbox"/> 7BCAK	<input type="checkbox"/> 7BCRK	<input type="checkbox"/> 7BCPR	
<input type="checkbox"/> OTHER (Specify)					

DATE 02/23/2006	SERIAL NUMBER	NUMBER OF DOCUMENTS EXCLUDING SUPPORTING DOCUMENTS
--------------------	---------------	--

THE FOLLOWING DOCUMENTS ARE TRANSMITTED HEREWITH:

ACT				
LABEL	VENDOR/SOURCE	AMOUNT	EXPLANATION	
E4019903	BENJAMIN OFFICE SUPPLIES	\$31.25	CERTIFIED INVOICE STAMP	
E4019685	AIGA (AMERICAN INSTITUTE OF GRAPHIC ART)	\$51,018.20	RPR	
E4019695	ZIMMERMAN ASSOCIATES	\$9,564.35	RPR	
E4019855	SNELLING PERSONNEL SERVICES	\$1,280.59	RPR	
E4019855	SNELLING PERSONNEL SERVICES	\$1,212.40	RPR	
E4014127A	RUTGERS, THE STATE UNIV. OF NEW JERSEY	\$560,002.00	GSA FORM 300	OBLIGATED FY05 NO-COST CONTRACT MOD
E4019892	BOHR, DEBRA	\$689.11	TRAVEL AUTHORIZATION	
E4019893	NOBLE, CHARLES	\$656.59	TRAVEL AUTHORIZATION	
E4019894	PUMP, MARTY L.	\$815.20	TRAVEL AUTHORIZATION	
E4019895	SHIVELY, DAVID J.	\$1,058.12	TRAVEL AUTHORIZATION	
E4019896	DOWNS-COLBERT, ROBIN	\$240.00	TRAVEL AUTHORIZATION	
E4019897	ROSE, DORA	\$593.60	TRAVEL AUTHORIZATION	
E4019898	HOKE, CANDICE	\$771.30	TRAVEL AUTHORIZATION	
E4019901	ANSNICK, JOSEPH	\$3,330.00	TRAVEL AUTHORIZATION	
E4019902	LA ROUCHE, ROGER	\$1,640.00	TRAVEL AUTHORIZATION	

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AUTHORIZED SIGNATURE

DIANA M. SCOTT  
 SERVICE

ELECTION ASSISTANCE COMMISSION  
 SIGNATURE OF RECEIVING OFFICIAL - FINANCE

OFFICE SYMBOL  
 EAC

TITLE

ADMINISTRATIVE OFFICER

TELEPHONE NUMBER

(202) 566-3119

NUMBER DOCUMENTS RECEIVED

DATE RECEIVED

GENERAL SERVICES ADMINISTRATION

GSA FORM 2951 (REV. 12-94)  
 Prescribed by COM P 4251.1

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE E4014127	PAGE OF PAGES
7. AMENDMENT/MODIFICATION NO.	8. EFFECTIVE DATE 01/24/2008	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (if applicable)		
6. ISSUED BY U.S. Election Assistance Commission 1225 New York Avenue Suite 1100 Washington, DC 20006	CODE	7. ADMINISTERED BY (if other than item 6)	CODE		
8. NAME AND ADDRESS OF CONTRACTOR (Name, street, county, State and ZIP Code) Rutgers, Office of Research and Sponsored Programs 3 Rutgers Plaza New Brunswick, NJ 08901		<input checked="" type="checkbox"/> 9A. AMENDMENT OF SOLICITATION NO. 9B. UNITED STATES ITEM 111 10A. MODIFICATION OF CONTRACT/ORDER NO. E4014127 10B. UNITED STATES ITEM 111 08/24/2008			
CODE		FACILITY CODE			

## 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

- ☐ The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers ☐ is extended; ☐ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
- (a) By completing items 9 and 10, and returning \_\_\_\_\_ copies of the amendment; OR by acknowledging receipt of this amendment on each copy of the offer submitted;
- or (b) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAR 48.101 (1) YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment your desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

## 12. ACCOUNTING AND APPROPRIATION DATA (if required)

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS.  
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE CHECK IS BEING PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT/ORDER NO. IN ITEM 10A.
<input checked="" type="checkbox"/>	FAR 43.103(a)(3)
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THE SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

## 14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

Pursuant to the terms of the above-referenced contract, the contractor was to present the EAC with draft reports that would form the basis for recommended best practices for provisional voting. The documents were to be published in mid-October after EAC review. The contractor did not receive EAC comments on the draft document until October, 2006. As a result, additional time is required to complete the work on provisional voting and analysis of Voter Identification Issues. The extension will entail additional personnel time, but no additional funds to complete the work. The contractor anticipates that it will be able to complete its work during the week of March 31, 2008.

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNATORY (Type or print) Constance J. Bornheimer Accounting Manager	15B. DATE SIGNED 02/06/08	16A. NAME AND TITLE OF CONTRACTING OFFICIAL (Type or print) Thomas R Wilkey, Executive Director	16B. DATE SIGNED
15C. CONTRACT/ORDER NUMBER Constance J. Bornheimer (Signature of person authorized to sign)		16C. UNITED STATES OF AMERICA (Signature of Contracting Official)	

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U.S. ELECTION ASSISTANCE COMMISSION  
1225 New York Ave. NW - Suite 1100  
Washington, DC 20005

January xx, 2005

## MEMORANDUM FOR THE RECORD

### **Background**

On May 24, 2005 the U.S. Election Assistance Commission awarded an eight month contract (December 30, 2005) in the amount of \$560,002.00 to the Eagleton Institute of Politics (Rutgers, The State University of New Jersey) to provide research assistance to support development of guidelines on the topics of provisional voting and voter identification procedures.

### **Contractor's Request for a No-Cost Extension**

On November 15, 2005, John Weingart, Associate Director of the Eagleton Institute of Politics, requested via e-mail, a no-cost extension on this contract (E4014127). Mr. Weingart had requested an extension to complete the work of this contract to February 28, 2006.

In response to EAC's requests for additional information related to the no-cost extension, in a January 13, 2006 e-mail Mr Weingart revised the request for the extension to March 31, 2006. Mr. Weingart did note that he would still like to conclude the project's work by the end of February.

In various correspondence, Mr. Weingart notes the following reasons for the request:

"The original work schedule called for EAC to publish in mid-October, voluntary guidance and/or recommended best practices for provisional voting, based on Eagleton's research. In making that time estimate, we did not provide sufficient time for the EAC to review and consider the draft reports that would form the basis for that publication..... The additional time required to complete the work on provisional voting has delayed the completion of our analysis of Voter Identification issues. The draft report of that topic will be submitted to the EAC in mid-January".

"Our request for a no-cost, reallocation of resources is based on (a) the fact that our personnel costs have already been higher than we anticipated and (b) the reality that keeping the project operating for at least nine months, instead of the seven as planned,

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will require the participants to devote more time than anticipated. While we are not producing more product than originally promised, the time involved in our work continues to increase... We anticipate this research monitoring and revising to continue for the months added to the project, necessitating significantly more hours by all members of the project team than anticipated”.

The contractor anticipates reallocating funds primarily from the public hearings line item (\$81,120) and spending approximately \$33,750 more than originally budgeted on personnel, \$23,171 more on the subcontract with Ohio State and \$20,250 more on consultants. The EAC elected to not hold public hearings on the topics of provisional voting and voter identification.

### **Specifics of the Extension**

The contractor has provided the following breakdown and explanation of the personnel and consultant costs, associated with this extension.

1. ***Eagleton Institute of Politics personnel:***

Original budgeted project personnel costs-**\$110,695** (May-December)

Revised project personnel costs- **\$144,444** (May-February)

2. ***Consultant Services:***

Original budgeted costs: **\$79,500** (May-December)

Revised costs -**\$99,750** (May-February)

3. ***Moritz School of Law personnel and overhead:***

Original budgeted costs: **\$84,744** (May-December)

Revised costs- **\$107,915** (May-February)

**Total project budget:**

Original budgeted costs: **\$560,002** (May- December)

Revised project cost: **\$549,831** (May-February)

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### **EAC Staff Recommendation**

Karen Lynn-Dyson, the EAC's Contracting Officer Representative assigned to this contract has reviewed this request, the rationale and authority for it (FAR 43.103(a)(3)) and finds it to be appropriate. To date the Eagleton Institute has consistently met its deadlines for major project deliverables and stayed within the project's overall budget.

Based upon the work products provided to the EAC, thus far, the additional personnel expenses which the contractor has incurred appear to be reasonable. To grant the Eagleton Institute a three month extension on this contract in order to obtain the necessary feedback on major documents it has produced will be within the best interests of the Election Assistance Commission, and therefore, the federal government.

EAC's Contracting Officer Representative finds that to grant the Eagleton Institute a no-cost extension for the modification of its contract with the EAC is within the scope of the original agreement and is recommending that this modification to the contract be made.

Signed

Karen Lynn-Dyson  
Contracting Officer Representative  
U.S. Election Assistance Commission

Paul DeGregorio  
Chairman  
U.S. Election Assistance Commission

015951



"John Weingart"  
<john.weingart@rutgers.edu>

01/13/2006 01:22 PM

Please respond to  
john.weingart@rutgers.edu

To "Karen Lynn-Dyson" <klynndyson@eac.gov>

cc "Lucy Baruch" <baruch@rci.rutgers.edu>

bcc

Subject No Cost Extensions (with extensions)

Karen - I am attaching a spreadsheet providing the information you have requested (Attachment 1), but I want to highlight a few points which may not be immediately self-evident.

First, the original budget (Attachment 2) we submitted to the EAC, dated March 22<sup>nd</sup>, did not itemize personnel expenses by each person. In addition, when we actually began work two months after submitting that budget, we decided to reallocate more time to people within Eagleton and hire fewer outside hourlies.

Second, in the figures I sent you in late December we tried to account for all the expenses and projections but overlooked a few things including neglecting to include the honoraria for our peer review team. Hence, the figures we're now sending are different than what I sent in December.

Lastly, we originally discussed a no-cost extension through February, but since we don't yet have the EAC comments on our draft Provisional Voting material nor an estimate of when they are likely to be ready, I think it is prudent to extend the no-cost extension through March 31st. We would still like to conclude by the end of February, but if you can approve the extension for another month we could avoid going through this process again if everything is not complete six weeks from now.

It is my understanding that Rutgers will soon be sending our December invoice. At this time, I would also like to request that we combine January and February an invoice the EAC once for that time period.

As you can see, we are currently projecting an ending balance of approximately \$10,000. If additional expenses are incurred beyond what is currently projected, we're confident they will not exceed the original budget of \$560,002.

Thanks and I look forward to hearing from you.

--

-- John Weingart, Associate Director  
Eagleton Institute of Politics  
(732) 932-9384, x.290



Attachment 1-EAC Eagleton Institute budget for no-cost extension-1.xls Attachment 2-EAC Eagleton Institute Budget 3-22-05-1.xls

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U.S. ELECTION ASSISTANCE COMMISSION  
1225 New York Ave. NW - Suite 1100  
Washington, DC 20005

January 9, 2005

## MEMORANDUM FOR THE RECORD

### **Background**

On May 24, 2005 the U.S. Election Assistance Commission awarded an eight month contract (December 30, 2005) in the amount of \$560,002.00 to the Eagleton Institute of Politics (Rutgers, The State University of New Jersey) to provide research assistance to support development of guidelines on the topics of provisional voting and voter identification procedures.

### **Contractor's Request for a No-Cost Extension**

On November 15, 2005, John Weingart, Associate Director of the Eagleton Institute of Politics, requested via e-mail, a no-cost extension on this contract (E4014127). Mr. Weingart has requested an extension to complete the work of this contract to February 28, 2006.

In ~~subsequent correspondence~~, Mr. Weingart notes the following as the reason for the request:

"The original work schedule called for EAC to publish in mid-October, voluntary guidance and/or recommended best practices for provisional voting, based on Eagleton's research. In making that time estimate, we did not provide sufficient time for the EAC to review and consider the draft reports that would form the basis for that publication..... The additional time required to complete the work on provisional voting has delayed the completion of our analysis of Voter Identification issues. The draft report of that topic will be submitted to the EAC in mid-January".

"If EAC does not object, funds originally allocated for the hearings...(that EAC has determined will not take place)....would be available for transfer to support the additional staff and consultant time necessary to complete the work..." "The total project budget is \$560,002. As of October 31<sup>st</sup>, the EAC has been invoiced for \$259,081.79; the balance remaining is \$300,920.21. We anticipate that the project will be complete and the balance of funds fully expended by February 28, 2006. The final invoice for the contract will be submitted to the EAC within 75 days of the close of the project".

015959

## MEMORANDUM FOR THE RECORD

### BACKGROUND

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### CONTRACTOR'S REQUEST FOR A NO-COST EXTENSION

On November 15, 2005, John Weingart, Associate Director of the Eagleton Institute of Politics, requested via e-mail, a no-cost extension on this contract (E4014127). Mr. Weingart has requested an extension to complete the work of this contract to February 28, 2006.

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He further notes:

"If EAC does not object, funds originally allocated for the hearings would be available for transfer to support the additional staff and consultant time necessary to complete the work....

"The total project budget is \$560,002. As of October 31<sup>st</sup>, the EAC has been invoiced for \$259,081.79; the balance remaining is \$300,920.21. We anticipate that the project will be complete and the balance of funds fully expended by February 28, 2006. The final invoice for the contract will be submitted to the EAC within 75 days of the close of the project".

SPECIFICS OF THE EXTENSION

015960

EAC STAFF RECOMMENDATION

Karen Lynn-Dyson, the EAC's Contracting Officer Representative assigned to this contract has reviewed this request, the rationale and authority for it (FAR 43.103(a)(3)) and finds it to be appropriate. To-date the Eagleton Institute has consistently met its deadlines for major project deliverables and stayed within the project budget. To grant the Eagleton Institute a two month extension on this contract in order to obtain the necessary feedback on major documents it has produced will be within the best interests of the Election Assistance Commission, and thus, the federal government.

EAC's Contracting Officer Representative finds that to grant the Eagleton Institute a no-cost extension for the modification of its contract with the EAC is within the scope of the original agreement and is recommending that this modification to the contract be made.

Signed

Karen Lynn-Dyson  
Contracting Officer Representative  
U.S. Election Assistance Commission

Gracia Hillman  
Chair  
U.S. Election Assistance Commission

015961



"John Weingart"  
<john.weingart@rutgers.edu>

12/22/2005 05:26 PM

Please respond to  
john.weingart@rutgers.edu

To klynndyson@eac.gov

cc "Tom O'Neill" [REDACTED]

bcc

Subject Re: No Cost Extension Request

Karen - Our request for a no-cost, reallocation of resources is based on (a) the fact that our personnel costs have already been higher than we anticipated and (b) the reality that keeping the project operating for at least nine months, instead of seven as planned, will require the participants to devote more time than anticipated. While we are not producing more product than originally promised, the time involved in our work continues to increase. Both Provisional Voting and Voter ID have proved to be very dynamic topics requiring us to continually monitor developments and update our data, analysis and evolving work products as we learn of new or revised information. As a result, despite the extension of the schedule, the staff and consultants on this project have had no "down" time. We anticipate this research, monitoring and revising to continue for the months added to the project, necessitating significantly more hours by all members of the project team than anticipated.

Our request asks for changes to three line items which I will address below on the assumption that the EAC response to our already-submitted Provisional Voting draft and to-be-submitted Voter ID draft will be sufficiently timely to enable us to complete our work on both topics by the end of February.

1. Eagleton Institute of Politics personnel: We originally budgeted \$110,695 (\$15,813 average per month) for Eagleton faculty, staff and graduate student assistants for the seven-month project from May 24, 2005-December 31, 2005. Our actual costs have been approximately \$14,500 more than that. In addition, we are anticipating needing another \$21,000 for personnel costs in January and February, calculated on the basis of 2/3 of the original monthly estimate. Therefore, we are asking to raise this line item from \$110,695 to approximately \$146,000.

2. Consultant Services: We originally budgeted \$79,50 (\$11,357 average per month) for consultant services which we have used to engage Tom O'Neill as the project manager. We anticipate no additional cost for the original contract period of May 24, 2005-December 31, 2005, but do anticipate needing his services during January and February at a slightly reduced rate of \$10,125 per month or \$20,250 total additional. Therefore, we are asking to raise this line item from \$79,500 to \$99,750.

3. Moritz School of Law: We originally budgeted \$84,744 (\$12,106 average per month) for staff and overhead for the May 24, 2005-December 31, 2005 period. We anticipate needing an additional \$23,171 (\$11,585 average per month) to support their time on this project in January and February. Therefore, we are asking to raise this line item from \$84,744 to \$107,915.

With these revisions, approximately \$22,000 of the EAC contract award to Eagleton would remain not yet allocated, primarily because the cost for the public hearings would have incurred Rutgers University overhead whereas the additional expenditures for consultants and the subcontract with Moritz do not.

I hope this provides you the information you need. While Rutgers is

015962





"John Weingart"  
<john.weingart@rutgers.edu>

12/16/2005 01:25 PM

Please respond to  
john.weingart@rutgers.edu

To klynndyson@eac.gov

cc

bcc

Subject Re: Request for No-Cost Extension-corrected

✓  
Karen - At this time, we anticipate reallocating funds primarily from the public hearings line item and spending approximately \$35,500 more than originally budgeted on personnel, \$23,250 more on the subcontract with Ohio State and \$20,250 more on consultants. There are other additional variances but they are not significant (e.g. less on honoraria, less on travel, and more on general operations such as phone expenses). Let me know if you need additional detail or information.

Thanks, John

-- John Weingart, Associate Director  
Eagleton Institute of Politics  
(732)932-9384, x.290

klynndyson@eac.gov wrote:

>  
> John-  
>  
>  
> Quick question-  
>  
> How much money do you anticipate will be re-allocated from the  
> original line items outlined in the contract to other project costs?  
>  
> Thanks  
>  
> Karen Lynn-Dyson  
> Research Manager  
> U.S. Election Assistance Commission  
> 1225 New York Avenue , NW Suite 1100  
> Washington, DC 20005  
> tel:202-566-3123  
>  
>  
>  
> \*"John Weingart" <john.weingart@rutgers.edu> \*  
>  
> 11/30/2005 05:05 PM  
> Please respond to  
> john.weingart@rutgers.edu  
>  
>  
>  
> To  
> "Karen Lynn-Dyson" <klynndyson@eac.gov>  
> cc  
> "Tom O'Neill" [REDACTED]  
> Subject

015963



"John Weingart"  
<john.weingart@rutgers.edu>

01/23/2006 10:50 AM

Please respond to  
john.weingart@rutgers.edu

To "Karen Lynn-Dyson" <klynndyson@eac.gov>

cc

bcc

Subject no-cost extension status

Hi Karen - Do you think we can get approval of our no-cost extension request this week? We really need it for the Rutgers administrative processes since, from their point of view, the project concluded on December 31st. Thanks, John

--

-- John Weingart, Associate Director  
Eagleton Institute of Politics  
(732) 932-9384, x.290

015964

Gavin S. Gilmour/EAC/GOV  
12/27/2005 03:01 PM

To Karen Lynn-Dyson/EAC/GOV@EAC  
cc Juliet E. Thompson/EAC/GOV@EAC  
bcc  
Subject Re: No Cost Extension Request

Karen,

I have looked into the matter noted below. Bottom line is that you are looking to make a number of changes to this contract:

1. Drop two requirements (public hearings)
2. Add labor hours
3. change date the deliverables are due.

The result is a change which increases the cost of the contract but does not exceed the contractually set ceiling. My review of fiscal law in this area has led me to conclude that this modification may be made using the FY 05 funds originally obligated to the contract. (see 61 Comp. Gen. 609 (1982) & 65 Comp. Gen. 741 (1986)). However, if the labor costs exceed the original contractual ceiling, FY 06 will have to be used as the modification did not constitute an antecedent liability (i.e. once the total value of this time and materials contract was reached neither party had any further obligation or liability and therefore the modification will be a new agreement).

Given the above, your modification memo and the form must reflect the 3 changes noted above. It must contain an analysis of the additional cost specifically justifying the amount and reasons for this modification (this is required by the FAR). See the FAR and form instructions for guidance on the Mod form.

I am somewhat concerned about the limited explanation below. If he wants additional labor hours (and labor dollars) he should be able to provide the labor hours (and frankly, rates) needed to complete the task just like I presume he did for the initial contract. The general numbers he provides below are not specific enough for my taste. We need to make sure we are being charged the same rates as in the original contract and that the number of labor hours the contractor expects to expend are appropriate. Also, I am still not sure from the below why the original estimates were off. You are going to have to justify for the commission the additional payments (ultimately signed by both you and the chair). The bottom line is that you will want enough information so that you are confident in making this call. One tact would be to look at the previous labor expenditures in connection with the work done to get a sense of whether the labor amounts set for the amendment are justifiable. (I assume we have his previous invoices stating expended hours.)

Let me know if you have any questions.

GG  
Gavin S. Gilmour  
Associate General Counsel  
United States Election Assistance Commission  
1225 New York Ave., NW, Ste 1100  
Washington, DC 20005  
(202) 566-3100  
Karen Lynn-Dyson/EAC/GOV

Karen Lynn-Dyson/EAC/GOV  
12/22/2005 05:48 PM

To john.weingart@rutgers.edu

015965



"John Weingart"  
<john.weingart@rutgers.edu>

11/30/2005 04:47 PM

Please respond to  
john.weingart@rutgers.edu

To klynndyson@eac.gov

cc "Tom O'Neill" [REDACTED]

bcc

Subject: No Cost Extension Request

Karen - I am attaching the documentation for our request. Please let me know if you require the material in a different format and/or further information.

Thanks very much, John

-- John Weingart, Associate Director  
Eagleton Institute of Politics  
(732) 932-9384, x.290

klynndyson@eac.gov wrote:

>  
> John-  
>  
> Thanks ever so much for forwarding this message on to Connie.  
>  
> I'm awaiting your language describing why you are requiring a no-cost  
> extension on the contract, and for what period of time you wish to  
> extend the contract.  
>  
> I'm told this is a very simple process on this end, and I've prepared  
> the necessary form and a memo.  
>  
> Karen Lynn-Dyson  
> Research Manager  
> U.S. Election Assistance Commission  
> 1225 New York Avenue , NW Suite 1100  
> Washington, DC 20005  
> tel:202-566-3123



Extension Justification.doc

015966

## **EAGLETON INSTITUTE OF POLITICS**

### **Request to the U.S. Election Assistance Commission for a No-Cost Extension and Reallocation of Funds**

November 30, 2005

#### **Why we need a no -cost extension**

The original work schedule called for EAC to publish in mid-October voluntary guidance and/or recommended best practices for provisional voting based on our research. In making that time estimate, we did not provide sufficient time for the EAC to review and consider the draft reports that would form the basis for that publication. The draft was complete in August, but the EAC's schedule did not permit us to brief the commissioners and staff until early September. We did not receive EAC comments until October, making it impossible to complete the work on the original schedule. Taking account of those comments and guidance from EAC required several weeks. The EAC did not receive our final draft report and recommendations for best practices until late November. We are now awaiting the EAC's comments on that final draft, which we have been told to expect in January.

The additional time required to complete the work on provisional voting has delayed the completion of our analysis of Voter Identification issues. The draft report on that topic will be submitted to the EAC in mid January.

Because the EAC has decided to issue recommendations for best practices on these topics, rather than voluntary guidance, we will finish the work within two months of the original completion date since the adoption process will be shorter. Note that meeting this schedule is dependent on the time needed by the EAC to review our work.

This extension will entail additional personnel time but, since no public hearings on "best practices" are required, if the EAC does not object, funds originally allocated for the hearings would be available for transfer to support the additional staff and consultant time necessary to complete the work.

#### **When will work be completed and funds fully expended?**

As shown on the attached schedule, work on this contract will be completed in three phases. The EAC will receive our final report and recommendations for best practices in provisional voting during the week of January 23, 2006 (assuming that we receive the EAC's comments on the draft report submitted on November 28 by January 9).

We will submit our draft report, alternative approaches, and compendium of statutes, regulations, and litigation on Voter Identification Issues during the week of January 16, 2006. If the EAC is able to return comments to us no later than the week of January 30, we will have submit the final report and recommendations for best practices on Voter Identification to the EAC during the week of February 13.

The total project budget is \$560,002. As of October 31st, the EAC has been invoiced for \$259,081.79; the balance remaining is \$399,920.21. We anticipate that the project will be complete and the balance of funds fully expended by February 28, 2006. The final invoice for the contract will be submitted to the EAC within 75 days of the close of the project.

015967

**REVISED SCHEDULE FOR****November 2005 – February 2006****November 10, 2005****Assumes no guidance document, only analysis and recommended best practices**

DATE	Project Management	Provisional Voting	Voter ID
Week of 10/31		Review draft report to EAC (Team)  Submit comments on report (Team)	Voter ID Research to TV
Week of 11/7	Status reports to JD for October tasks (all)	Redraft report (TON)  Review and approve report (Team)  Final draft report (TON)	Research continues (TV)
Week of 11/14	Submit monthly progress report (JD)	Submit report to Project Team for comments (TON)	Research continues (TV)

015968

Week of 11/21		Project team comments received  Submit report to EAC for review and to PRG for information (TON, JW)	Complete data collection for Voter ID analysis. (TV)
Week of 11/28		EAC review	Draft report on Voter ID analysis (TV)
Week of 12/5	Status reports to JD for November tasks (all)	EAC review	Internal review (PT)
Week of 12/12	Submit monthly progress report (JD)	EAC review	Revise draft (TV)  Draft alternatives (TON)  Review and comment on alternatives (PT)
Week of 12/19		EAC review	Complete draft report and alternatives (TV, TON)
Week of 12/26		EAC review	Review draft report and alternatives (PT)

015969 ✓

Week of 1/2/06	Status reports to JD for December tasks (all)	EAC review	Report and alternatives to PRG for review
Week of 1/9/06		Receive comments from EAC and revise report as needed	PRG meets and comments  Revise (TV & TON)
Week of 1/16/06	Submit monthly progress report (JD)	Project team reviews and approves revised report	Submit draft report, alternatives and compendium to EAC  EAC reviews
Week of 1/23/06		Finalize analysis and best practices and submit to EAC for publication and further action as appropriate	EAC review continues
Week of 1/30/06			Comments from EAC  Revise (TV & TON)

015970



Week of 2/6/06	Status reports to JD for January tasks (all)		Review and approve revised report and recommendations for best practices (PT)
Week of 2/13/06	Submit monthly progress report (JD)		Submit report and best practices to EAC for publication and further action as appropriate
Week of 2/20/06	FINAL status reports to JD for all tasks (all)  Final project and fiscal report to EAC  PROJECT ENDS		

015971



U.S. ELECTION ASSISTANCE COMMISSION  
1225 New York Ave. NW – Suite 1100  
Washington, DC 20005

To: File  
From: Tamar Nedzar, Law Clerk  
Date: April 21, 2006  
Re: No-Cost Extension to contract number E4014127 with the Eagleton  
Institute of Politics at Rutgers University

---

**Background:**

Contract E4014127 with the Eagleton Institute of Politics at Rutgers University ("contractor") was originally scheduled to be concluded on March 31, 2006. The contract's final products include a report on Voter Identification and a report on Provisional Voting. The contractor has vetted the reports with a Peer Review Group, pursuant to the terms of the contract.

**Justification for No-Cost Extension:**

The EAC wishes to supplement the contractor's Peer Review of the reports by adding another review process with some of the EAC's key stakeholders. The EAC proposes to assemble a panel of researchers during the week of May 8<sup>th</sup> to conduct the second review.

Following the second review, the contractor will revise its draft reports based on the comments it receives. The contractor will present its draft reports on Provisional Voting and Voter Identification to the EAC Advisory Board at its May 25<sup>th</sup> meeting in Washington, DC. The contractor will revise both draft reports, taking into account the EAC's Advisory Board's comments and submit the final reports to the EAC toward the end of June.

**Recommendation:**

The EAC recommends that contract E4014127 be modified at no cost to allow the contractor to complete their work by June 30, 2006.

015972

015973

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE E4014127		PAGE OF PAGES 1 1	
2. AMENDMENT/MODIFICATION NO.		3. EFFECTIVE DATE 12/12/05		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)	
6. ISSUED BY U.S. Election Assistance Commission 1225 New York Avenue NW Suite 1100 Washington, DC 20005		7. ADMINISTERED BY (If other than Item 6)		CODE			
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  Rutgers, Office Research and Sponsored Programs 3 Rutgers Plaza New Brunswick, NJ 08901				(X)		9A. AMENDMENT OF SOLICITATION NO.	
						9B. DATED (SEE ITEM 11)	
				X		10A. MODIFICATION OF CONTRACT/ORDER NO. E4014127	
CODE				FACILITY CODE		10B. DATED (SEE ITEM 11)  05/24/05	
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment your desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required)							
13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.							
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.						
X	FAR 43.103 (a) (3)						
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).						
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:						
	D. OTHER (Specify type of modification and authority)						
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input checked="" type="checkbox"/> is required to sign this document and return <u>2</u> copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)							
Pursuant to the terms of the above-referenced contract, the contractor was to present the EAC with draft reports that would form the basis for recommended best-practices for provisional voting. The documents were to be published in mid-October after EAC review. The contractor did not receive EAC comments on the draft document until October. As a result, additional time is required to complete the work on provisional voting and analysis of Voter Identification issues. The extension will entail additional personnel time, but not additional funds to complete the work. The contractor anticipates that it will be able to complete its work during the week of February 13, 2006.							
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)			
15B. CONTRACTOR/OFFEROR				15C. DATE SIGNED		16B. UNITED STATES OF AMERICA	
(Signature of person authorized to sign)						(Signature of Contracting Officer)	
15C. DATE SIGNED				16B. UNITED STATES OF AMERICA		16C. DATE SIGNED	



U.S. ELECTION ASSISTANCE COMMISSION  
1225 New York Ave. NW - Suite 1100  
Washington, DC 20005

December 9, 2005

## MEMORANDUM FOR THE RECORD

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015974

Karen Lynn-Dyson, the EAC's Contracting Officer Representative assigned to this contract has reviewed this request, the rationale and authority for it (FAR 43.103(a)(3)) and finds it to be appropriate. To-date the Eagleton Institute has consistently met its deadlines for major project deliverables and stayed within the project budget. To grant the Eagleton Institute a two month extension on this contract in order to obtain the necessary feedback on major documents it has produced will be within the best interests of the Election Assistance Commission, and thus, the federal government.

EAC's Contracting Officer Representative finds that to grant the Eagleton Institute a no-cost extension for the modification of its contract with the EAC is within the scope of the original agreement and is recommending that this modification to the contract be made.

Signed

Karen Lynn-Dyson  
Contracting Officer Representative  
U.S. Election Assistance Commission

Gracia M. Hillman  
Chair  
U.S. Election Assistance Commission

015975

## MEMORANDUM FOR THE RECORD

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015976

Karen Lynn-Dyson, the EAC's Contracting Officer Representative assigned to this contract has reviewed this request, the rationale and authority for it (FAR 43.103(a)(3)) and finds it to be appropriate. To-date the Eagleton Institute has consistently met its deadlines for major project deliverables and stayed within the project budget. To grant the Eagleton Institute a two month extension on this contract in order to obtain the necessary feedback on major documents it has produced will be within the best interests of the Election Assistance Commission, and thus, the federal government.

4#  
→ noting Gavin's three points regarding material changes to the contract  
EAC's Contracting Officer Representative finds that to grant the Eagleton Institute a no-cost extension for the modification of its contract with the EAC is within the scope of the original agreement and is recommending that this modification to the contract be made.

Signed

Karen Lynn-Dyson  
Contracting Officer Representative  
U.S. Election Assistance Commission

Gracia Hillman  
Chair  
U.S. Election Assistance Commission

015977

Gavin S. Gilmour/EAC/GOV  
12/27/2005 03:01 PM

To Karen Lynn-Dyson/EAC/GOV@EAC  
cc Juliet E. Thompson/EAC/GOV@EAC  
bcc  
Subject Re: No Cost Extension Request

Karen,

I have looked into the matter noted below. Bottom line is that you are looking to make a number of changes to this contract:

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2. Add labor hours
3. change date the deliverables are due.

The result is a change which increases the cost of the contract but does not exceed the contractually set ceiling. My review of fiscal law in this area has led me to conclude that this modification may be made using the FY 05 funds originally obligated to the contract. (see 61 Comp. Gen. 609 (1982) & 65 Comp. Gen. 741 (1986)). However, if the labor costs exceed the original contractual ceiling, FY 06 will have to be used as the modification did not constitute an antecedent liability (i.e. once the total value of this time and materials contract was reached neither party had any further obligation or liability and therefore the modification will be a new agreement).

Given the above, your modification memo and the form must reflect the 3 changes noted above. It must contain an analysis of the additional cost specifically justifying the amount and reasons for this modification (this is required by the FAR). See the FAR and form instructions for guidance on the Mod form.

I am somewhat concerned about the limited explanation below. If he wants additional labor hours (and labor dollars) he should be able to provide the labor hours (and frankly, rates) needed to complete the task just like I presume he did for the initial contract. The general numbers he provides below are not specific enough for my taste. We need to make sure we are being charged the same rates as in the original contract and that the number of labor hours the contractor expects to expend are appropriate. Also, I am still not sure from the below why the original estimates were off. You are going to have to justify for the commission the additional payments (ultimately signed by both you and the chair). The bottom line is that you will want enough information so that you are confident in making this call. One tact would be to look at the previous labor expenditures in connection with the work done to get a sense of whether the labor amounts set for the amendment are justifiable. (I assume we have his previous invoices stating expended hours.)

Let me know if you have any questions.

GG  
Gavin S. Gilmour  
Associate General Counsel  
United States Election Assistance Commission  
1225 New York Ave., NW, Ste 1100  
Washington, DC 20005  
(202) 566-3100  
Karen Lynn-Dyson/EAC/GOV

Karen Lynn-Dyson/EAC/GOV  
12/22/2005 05:48 PM

To john.weingart@rutgers.edu

015978



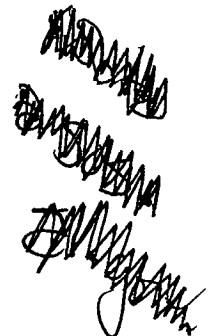
Gavin S. Gilmour/EAC/GOV  
12/19/2005 12:32 PM

To Karen Lynn-Dyson/EAC/GOV@EAC  
cc  
bcc  
Subject Re: Fw: Request for No-Cost Extension-corrected

The public meeting hours that he is "using." Is this a deliverable that you cancelled? What is a deliverable the was performed for less labor hours than estimated, or was it never a deliverable?

GG

Gavin S. Gilmour  
Associate General Counsel  
United States Election Assistance Commission  
1225 New York Ave., NW, Ste 1100  
Washington, DC 20005  
(202) 566-3100  
Karen Lynn-Dyson/EAC/GOV



Karen Lynn-Dyson/EAC/GOV  
12/19/2005 12:26 PM

To Gavin S. Gilmour/EAC/GOV@EAC  
cc  
Subject Re: Fw: Request for No-Cost Extension-corrected

Gavin-

Just spoke with John Weingart- he explains that it will be the same work and tasks (no new or additional products) and merely work that will now extend for an additional two months rather than ending December 31.

K  
Karen Lynn-Dyson  
Research Manager  
U.S. Election Assistance Commission  
1225 New York Avenue , NW Suite 1100  
Washington, DC 20005  
tel:202-566-3123

015979

From: "John Weingart" <Johnwein@rci.rutgers.edu>  
Recipients: klyndyson@eac.gov  
Subject: Re: No Cost Extension Request  
Date: 12/29/2005 11:17:11 AM

> John - I will send you Connie's address on Tuesday morning when both she and I are back in our offices. Thanks. Hope you get a little time off and have a great new year.

>

> A quick request- May I get Connie Bornheimer e-mail address ( again). You may recall I had an incorrect one.

>

> I have received the invoice for November services and cannot process it until it has the breakdown of salaries for particular personnel.

>

> This request is along the lines of that I have requested from you in order to extend the contract.

>

> Thanks

>

> Karen Lynn-Dyson  
> Research Manager  
> U.S. Election Assistance Commission  
> 1225 New York Avenue , NW Suite 1100  
> Washington, DC 20005  
> tel:202-566-3123  
>

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John Weingart, Associate Director  
Eagleton Institute of Politics  
(732) 932-9384, x.290

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John Weingart, Associate Director  
Eagleton Institute of Politics  
(732) 932-9384, x.290

015980



"John Weingart"  
<Johnwein@rci.rutgers.edu>

12/29/2005 12:19 PM

Please respond to  
John.Weingart@rutgers.edu

To klynndyson@eac.gov

cc

bcc

Subject Re: No Cost Extension Request

Karen - Turns out I could locate Connie's email though most likely she won't see mail until Tuesday: Bornheim@rci.rutgers.edu.

To clarify your phone message, do you need us to provide the number of hours for each staff person and consultant going forward from January 1st onward or going back to the start of the project?

Thanks.

> John-  
>  
> A quick request- May I get Connie Bornheimer e-mail address ( again). You  
> may recall I had an incorrect one.  
>  
> I have received the invoice for November services and cannot process it  
> until it has the breakdown of salaries for particular personnel.  
>  
> This request is along the lines of that I have requested from you in order  
> to extend the contract.  
>  
> Thanks  
>  
> Karen Lynn-Dyson  
> Research Manager  
> U.S. Election Assistance Commission  
> 1225 New York Avenue , NW Suite 1100  
> Washington, DC 20005  
> tel:202-566-3123  
>

--  
John Weingart, Associate Director  
Eagleton Institute of Politics  
(732) 932-9384, x.290

015981



U.S. ELECTION ASSISTANCE COMMISSION  
1225 New York Ave. NW – Suite 1100  
Washington, DC 20005

December 9, 2005

MEMORANDUM FOR THE RECORD

On May 24, 2005 the U.S. Election Assistance Commission awarded an eight month contract (December 30, 2005) in the amount of \$560,002.00 to the Eagleton Institute of Politics (Rutgers, The State University of New Jersey) to provide research assistance to support development of guidelines on the topics of provisional voting and voter identification procedures.

On November 15, 2005, John Weingart, Associate Director of the Eagleton Institute of Politics, requested via e-mail, a no-cost extension on this contract (E4014127). Mr. Weingart has requested an extension to complete the work of this contract to February 28, 2006.

In subsequent correspondence, Mr. Weingart notes the following as the reason for the request:

“The original work schedule called for EAC to publish in mid-October, voluntary guidance and/or recommended best practices for provisional voting, based on Eagleton’s research. In making that time estimate, we did not provide sufficient time for the EAC to review and consider the draft reports that would form the basis for that publication..... The additional time required to complete the work on provisional voting has delayed the completion of our analysis of Voter Identification issues. The draft report of that topic will be submitted to the EAC in mid-January”.

He further notes:

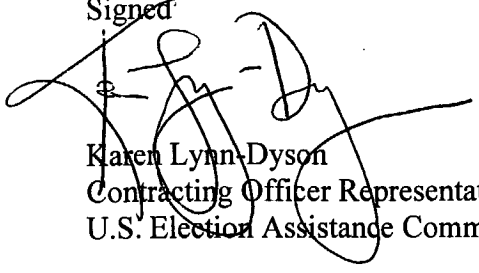
“If EAC does not object, funds originally allocated for the hearings would be available for transfer to support the additional staff and consultant time necessary to complete the work...” “The total project budget is \$560,002. As of October 31<sup>st</sup>, the EAC has been invoiced for \$259,081.79; the balance remaining is \$300,920.21. We anticipate that the project will be complete and the balance of funds fully expended by February 28, 2006. The final invoice for the contract will be submitted to the EAC within 75 days of the close of the project”.

015962

Karen Lynn-Dyson, the EAC's Contracting Officer Representative assigned to this contract has reviewed this request, the rationale and authority for it (FAR 43.103(a)(3)) and finds it to be appropriate. To-date the Eagleton Institute has consistently met its deadlines for major project deliverables and stayed within the project budget. To grant the Eagleton Institute a two month extension on this contract in order to obtain the necessary feedback on major documents it has produced will be within the best interests of the Election Assistance Commission, and thus, the federal government.

EAC's Contracting Officer Representative finds that to grant the Eagleton Institute a no-cost extension for the modification of its contract with the EAC is within the scope of the original agreement and is recommending that this modification to the contract be made.

Signed



Karen Lynn-Dyson  
Contracting Officer Representative  
U.S. Election Assistance Commission

Gracia M. Hillman  
Chair  
U.S. Election Assistance Commission

015983

015984

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>				1. CONTRACT ID CODE E4014127		PAGE 1 OF 1 PAGES	
2. AMENDMENT/MODIFICATION NO.		3. EFFECTIVE DATE 12/12/05		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)	
6. ISSUED BY U.S. Election Assistance Commission 1225 New York Avenue NW Suite 1100 Washington, DC 20005		7. ADMINISTERED BY (If other than Item 6)		CODE			
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  Rutgers, Office Research and Sponsored Programs 3 Rutgers Plaza New Brunswick, NJ 08901				(X)		9A. AMENDMENT OF SOLICITATION NO.	
						9B. DATED (SEE ITEM 11)	
				X		10A. MODIFICATION OF CONTRACT/ORDER NO. E4014127	
						10B. DATED (SEE ITEM 11)  05/24/05	
CODE		FACILITY CODE					
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>							
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment your desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required)							
<b>13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.</b>							
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.						
X	FAR 43.103 (a) (3)						
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).						
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:						
	D. OTHER (Specify type of modification and authority)						
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input checked="" type="checkbox"/> is required to sign this document and return <u>2</u> copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)							
Pursuant to the terms of the above-referenced contract, the contractor was to present the EAC with draft reports that would form the basis for recommended best-practices for provisional voting. The documents were to be published in mid-October after EAC review. The contractor did not receive EAC comments on the draft document until October. As a result, additional time is required to complete the work on provisional voting and analysis of Voter Identification issues. The extension will entail additional personnel time, but not additional funds to complete the work. The contractor anticipates that it will be able to complete its work during the week of February 13, 2006.							
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)			
15B. CONTRACTOR/OFFEROR				15C. DATE SIGNED		16B. UNITED STATES OF AMERICA	
(Signature of person authorized to sign)						(Signature of Contracting Officer)	

## **EAGLETON INSTITUTE OF POLITICS**

### **Request to the U.S. Election Assistance Commission for a No-Cost Extension and Reallocation of Funds**

November 30, 2005

#### **Why we need a no -cost extension**

The original work schedule called for EAC to publish in mid-October voluntary guidance and/or recommended best practices for provisional voting based on our research. In making that time estimate, we did not provide sufficient time for the EAC to review and consider the draft reports that would form the basis for that publication. The draft was complete in August, but the EAC's schedule did not permit us to brief the commissioners and staff until early September. We did not receive EAC comments until October, making it impossible to complete the work on the original schedule. Taking account of those comments and guidance from EAC required several weeks. The EAC did not receive our final draft report and recommendations for best practices until late November. We are now awaiting the EAC's comments on that final draft, which we have been told to expect in January.

The additional time required to complete the work on provisional voting has delayed the completion of our analysis of Voter Identification issues. The draft report on that topic will be submitted to the EAC in mid January.

Because the EAC has decided to issue recommendations for best practices on these topics, rather than voluntary guidance, we will finish the work within two months of the original completion date since the adoption process will be shorter. Note that meeting this schedule is dependent on the time needed by the EAC to review our work.

This extension will entail additional personnel time but, since no public hearings on "best practices" are required, if the EAC does not object, funds originally allocated for the hearings would be available for transfer to support the additional staff and consultant time necessary to complete the work.

#### **When will work be completed and funds fully expended?**

As shown on the attached schedule, work on this contract will be completed in three phases. The EAC will receive our final report and recommendations for best practices in provisional voting during the week of January 23, 2006 (assuming that we receive the EAC's comments on the draft report submitted on November 28 by January 9).

We will submit our draft report, alternative approaches, and compendium of statutes, regulations, and litigation on Voter Identification Issues during the week of January 16, 2006. If the EAC is able to return comments to us no later than the week of January 30, we will have submit the final report and recommendations for best practices on Voter Identification to the EAC during the week of February 13.

The total project budget is \$560,002. As of October 31st, the EAC has been invoiced for \$259,081.79; the balance remaining is \$399,920.21. We anticipate that the project will be complete and the balance of funds fully expended by February 28, 2006. The final invoice for the contract will be submitted to the EAC within 75 days of the close of the project.

REVISED SCHEDULE FOR

November 2005 – February 2006

November 10, 2005

Assumes no guidance document, only analysis and recommended best practices

DATE	Project Management	Provisional Voting	Voter ID
Week of 10/31		Review draft report to EAC (Team)  Submit comments on report (Team)	Voter ID Research to TV
Week of 11/7	Status reports to JD for October tasks (all)	Redraft report (TON)  Review and approve report (Team)  Final draft report (TON)	Research continues (TV)
Week of 11/14	Submit monthly progress report (JD)	Submit report to Project Team for comments (TON)	Research continues (TV)

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Week of 11/21		Project team comments received  Submit report to EAC for review and to PRG for information (TON, JW)	Complete data collection for Voter ID analysis. (TV)
Week of 11/28		EAC review	Draft report on Voter ID analysis (TV)
Week of 12/5	Status reports to JD for November tasks (all)	EAC review	Internal review (PT)
Week of 12/12	Submit monthly progress report (JD)	EAC review	Revise draft (TV)  Draft alternatives (TON)  Review and comment on alternatives (PT)
Week of 12/19		EAC review	Complete draft report and alternatives (TV, TON)
Week of 12/26		EAC review	Review draft report and alternatives (PT)

015987

Week of 1/2/06	Status reports to JD for December tasks (all)	EAC review	Report and alternatives to PRG for review
Week of 1/9/06		Receive comments from EAC and revise report as needed	PRG meets and comments  Revise (TV & TON)
Week of 1/16/06	Submit monthly progress report (JD)	Project team reviews and approves revised report	Submit draft report, alternatives and compendium to EAC  EAC reviews
Week of 1/23/06		Finalize analysis and best practices and submit to EAC for publication and further action as appropriate	EAC review continues
Week of 1/30/06			Comments from EAC  Revise (TV & TON)

015988

Week of 2/6/06	Status reports to JD for January tasks (all)		Review and approve revised report and recommendations for best practices (PT)
Week of 2/13/06	Submit monthly progress report (JD)		Submit report and best practices to EAC for publication and further action as appropriate
Week of 2/20/06	FINAL status reports to JD for all tasks (all)  Final project and fiscal report to EAC  PROJECT ENDS		

015989

Notification to bidders

You are hereby advised that the U.S. Election Assistance Commission (EAC) has competitively awarded a contract to the Eagleton Institute of Politics at Rutgers, The State University of New Jersey for research assistance to support the development of guidance on the two topics of provisional voting and voter identification procedures. Eagleton is partnering with the Moritz College of Law of Ohio State University for this work effort. The amount of this award is \$560,002.

EAC appreciates the interest you have expressed in supporting our research agenda by submitting a proposal for this work. Should you wish to receive a de-brief on this procurement, please contact Carol A. Paquette, Interim Executive Director, by email at [cpaquette@eac.gov](mailto:cpaquette@eac.gov).

015990